

MINUTES  
OF  
1852

Albany, Jan'y 15, 1858

The Executive Committee met, on the call of  
the Chairman

Present

The Hon. Henry S. Randall  
Superintendent Common Schools

Dr. Hawley

Dr. Beck

The Minutes of the last meeting were read & approved.

A letter was read from Mr Samuel W. Johnson,  
resigning his situation in the School at the conclusion  
of the present term. Whereupon

Resolved that Messrs Beck, Hawley & Townsend be a Committee  
to enquire into a proper Candidate to fill the above  
vacancy.

(Mr Johnson, it should be added, grounded his  
resignation on the score of ill health & it was accord-  
ingly accepted).

Resolved that the Superintendent, Mr Hawley & Mr Townsend  
be a Committee of accounts for the Current Year.

A further communication was received from Mr.  
Phelps relative to an increase of Salary & also a Memorial  
of a Committee of the Association of Graduates of the  
State Normal School, asking that the Corresponding Sec-  
retary of said Association may receive a salary from the  
Executive Committee, with the reasons for the same.  
Whereupon Resolved that the above papers lie on the table  
until the next meeting of the Board.

Dr. James H. Salisbury presented an application for the situation made vacant by the resignation of Mr Johnson. The same was referred to the Committee previously appointed

The Committee then adjourned to Saturday next at 3 pm.

Adjourned.

Jan'y. 17, 1852.

The Executive Committee met, pursuant to adjournment.

Present

The Superintendent of Common Schools

Dr Hawley

Mr Austin

Dr Beck

Mr Townsend

The Minutes of the last meeting were read & approved.

The Committee appointed to inquire as to a proper candidate, to fill the vacancy occasioned by the Resignation of Mr Johnson, submitted the name of Dr Salisbury, whereupon

Resolved that Dr James H Salisbury be appointed Teacher of Chemistry, Physiology & Natural Philosophy with the other studies allotted to that place, at an annual Salary of eight hundred dollars.

The Committee then resumed the consideration of the papers submitted by Mr Phelps, and the following resolution was adopted.

Resolved that the salary of Mr Phelps be at the rate of one thousand dollars per annum, to commence with the current Academic Year.

It was

Resolved that in case not more than 1000 Extra Copies of the Annual Report of the State Normal School are ordered by the Legislature the Secretary be authorized to procure 500 Copies in addition to the above.

The Committee reaffirmed their decision, that the number of pupils in the Experimental School consist of 80 pay & 20 free ones, but advised the Superintendent, that it might possibly be advisable not to insist on more than an approximation to this, at the commencement of the next term

Resolved that the Musical Association now meeting in the Rooms of the School, be required to pay 50 Cents per night for the use of the gas

Resolved that the University of Albany, be required to pay the Janitor for his services.

In case, the Hon. Christopher Morgan should decline his appointment, the Chairman & Secretary were appointed a Committee to select another person to address the School.

The Committee on, that subject reported that they united in recommending

Lamberts' Physiology, 3rd Book, as a text book, which report was ordered to be on the table.

Adjourned

February 6, 1852.

The Executive Committee met to attend the Public Exercises of the State Normal School.

## Present

Dr Hawley

Col Austin

Dr Beck

Mr Townsend

Various Compositions in prose & poetry were recited by members of the graduating Class, after which Certificates in the usual form, were presented to the following persons, recommended by the Faculty, as duly qualified.

Names	Counties
1. Fanny A. Babcock	Otsego
2. Harriet E. Ball	Rensselaer
3. Mary L. Brand	Onondaga
4. Emma E. Brooks	Monroe
5. Elizabeth Cook	Albany
6. Hannah M. Dickson	Ontario
7. Mary J. Dorman	Ontario
8. Mary A. Earll	Onondaga
9. Martha Hepinstall	Albany
10. Elizabeth Larcher	Chenango
11. Mary Ann Pearse	Schenectady
12. Armenia T. Pepper	Westchester
13. A. Louisa Reynolds	New York
14. J Henry Abeel	Saratoga
15. Augustus G. E. Allis	Onondaga
16. Algernon L. Day	Queens
17. James E. Goodman	Warren
18. John H Hopper	Rockland
19. Charles H Morse	Erie
20. Francis Ogsbury	Albany
21. Philander Reed	Jefferson
22. Darius Rogers	Monroe
23. James W. Schermerhorn	Rensselaer
24. Michael Wm. Walsh	Monroe
25. D. Franklin Wells	Oneida
26. Daniel M. Wells	Suffolk

The Rev. Dr Mandeville, appointed for that purpose, then delivered an Address,

On the Conclusion of the Exercises, the following resolution was adopted.

Resolved that the thanks of the Executive Committee be presented to the Rev. Dr Mandeville, for his kindness in complying with the their request & for the Excellent Address, delivered by him this day.

Adjourned.

Febry. 20th 1852.

The Executive Committee met on the call of the Chairman.

Present

The Superintendent of Common Schools

Dr Hawley

Col. Austin

Dr Beck

Mr Townsend

The Minutes of the last two Meetings were read & approved

The Treasurer presented his semi annual

Accounts of Receipts & Expenditures as follows

T. Romeyn Beck, Treasurer, in account  
Current with New York State Normal  
School.

Dr.  
1851

Sept 15	To Balance in the hands of the Treasurer this day	\$2894.47
17	To Cash, recd for Tuition on Experimental School	380.

		147.
Sept	26 To Cash, recd for Tuition in Experimental School	50.
Oct	7 To Cash, recd. Appropriation for the purchase of Surveying Instruments.	150.
Nov	5 To Cash recd. Appropriation for Repairs	800.
	18 To Cash recd for Tuition Experimental School	15.
Dec	18 To Cash recd Approp. for Support of Normal School	2500.
1852		
Jan	30 To Cash recd Approp. for Support of Normal School	2500.
Feb	20 To Cash recd from the Comptroller, for Boarding Indian Pupils for the half year ending Feb 5th 1852	410.40
		<u>2989.97</u>
Feb	5 To Balance from A/C	2033.59

Cr.		
Feb.	By Cash pd for Insurance, fuel, cleaning, Janitors Wages & other incidental Expenses	\$ 676.33
	By Cash, pd for Improvements & Repairs, including the introduction of gas & water	1889.36
	By Cash pd for Surveying Instruments	150.00
	By Cash pd for Stationary, Text Books, Chemicals	158.62
	By Cash pd for Support of Experimental School	553.44
	By Cash pd for Board of Indian Pupils	410.40
	By Cash pd for Mileage of Students	488.43
	By Cash pd for Salaries of Teachers	2409.00
	By Cash (Balance) in the hands of the Treasurer	2033.59
		<u>2989.97</u>

On Motion

Resolved that the Above be referred to the Standing Committee of Accounts.

The Superintendent of Common Schools reported that appointments had been made in the Experimental school, to the number of sixty pay & thirty free scholars, whereupon

Resolved that Messrs Townsend & Austin be a Committee to enquire whether the number of seats in said school may not be increased to one hundred, & to ascertain how many of these shall be pay or free, scholars & in case they are of opinion that the increase may be made they shall have power to procure the necessary seats.

A letter was read from Dr Salisbury, in which he accepted the appointment conferred on him, but at the same time, asked to be relieved from attending to spelling & also intimated a wish, that at some subsequent period, the salary might be put at one thousand dollars.

The Superintendent informed the Committee that at a period subsequent to the date of the above letter, in an interview with Dr Salisbury, the latter had stated his acceptance, viewing his claim for a future increase of salary.

The Superintendent & Dr Beck were appointed a Committee with powers to enquire into & direct some new arrangement as to instruction in Spelling.

A Communication was received from Mr. Truman H Bowen, in which he declined the place of "Master of Order" after considering the same, his resignation was accepted & in consequence, it was agreed that his salary be placed at \$750 per Annum.

Resolved that Mr Webb be appointed to the Vacant place, with the salary attached to the same, viz, fifty dollars per annum.



It was also resolved that Mr Webb be requested to act as Postmaster to the Normal Pupils & that the sum of twenty five dollars per annum be appropriated from the payments for Incidental Expenses, as a compensation for this labour.

The following Resolution was unanimously adopted & ordered to be communicated to the Principal.

The Executive Committee have learnt with some surprise, that the practice of making donations to teachers in the form of Class or Subscription presents is quite common & they are of opinion, that the same should be discouraged & discontinued.

It was further resolved, that all Music books required for the use of the School shall be purchased at the expense of the Committee.

It was further resolved, that the agreement for Boarding Indian pupils, made with the Rev. Mr Moore, be continued on the same terms, for the ensuing half year.

A Communication was received from Mr Phelps, in which he detailed the Text Books now in use in the Experimental School.

Whereupon

Resolved that the consideration of the above, of the Text Books, needed for instruction in Music & also of Lambert's Physiology, which was laid on the table, at the last meeting, be referred to the Standing Committee on Text Books.

Resolved that Messrs Townsend & Austin be a Committee with full power, to direct any repairs that may

be found necessary, either as to the floor or bannisters, that may be found to be defective.

It was agreed that the resolution previously adopted, as to Extra Copies of the Annual Report be so modified, that the Executive Committee will order 500 Copies of the same without the Engravings.

It was agreed to intimate to the Principal, that the length of the Compositions at the Annual Exercises should be somewhat diminished & also that the stage should be enlarged in size, so as to accommodate a larger number of persons.

Adjourned

March 3, 1852.

The Committee met, on the Call of the Chairman.

Present

The Superintendent of Common Schools

Dr Hawley

Col Austin

Dr Beck

Hon. Mr Townsend

The Minutes of the last meeting were read & approved.

The Principal reported that there were at this time in the Experimental School 30 pay & thirty free pupils. & that of the former, there were two, admitted at the request of Mr Corning whose repeated kindness as to free tickets on the Rail Road were more than an equivalent for the rates of tuition & the third was allowed to attend this quarter.

in lieu of last quarter having been then absent on account of protracted illness. He also reported the Deposit of monies received.

The Standing Committee, on Text Books, made the following report, with papers accompanying the same.

The Standing Committee charged with the examination & revision of the Text Books, used in the State Normal School, have attended to that duty & are satisfied from the character of the authors & their well established reputation, either as teachers or writers, that generally speaking, the list contained in the Annual Report of the School for 1851, is as unexceptionable as any that can be made out.

At a later period than the above reference, it was agreed that the whole range of Text Books, should be inquired into & reported on, so that a permanent list might be adopted & not be subject to any change except with the consent of the Executive Committee, expressed on their minutes.

#### Experimental School

The Committee inquired of Mr Phelps as to the books used by him & whether he was desirous of any change. His reply accompanies this report. In conformity with his recommendation, we advise the following as Text Books.

Primary Arithmetic	Perkins
Higher Arithmetic	Perkins
Elementary Arithmetic	Perkins
Elementary Algebra	Perkins

English Grammar  
 Geography (large)  
 Geography (Elementary)  
 Mental Arithmetic  
 Physiology

Reading  
 Penmanship  
 Spelling Books

Brown  
 Mitchell  
 Mitchell  
 Colburn & Stoddard  
 (The first to be gradually  
 superseded--Lambert No. 2)  
 Webb & Mandeville's Series  
 Nelson's System  
 Swan Denman

### Instruction in Music

It appears from inquiry, that the teacher in this branch has furnished the books at his own expence, & that he has received gratuities from the scholars; and again that he has taught volunteers in certain branches of music for a remuneration. All this is wrong. Whatever is taught should be taught free of expence, in an institution like this. Mr T. H. Bowen, the Instructor has a very large number of volumes of Text Books (638) most of which he recommends. They have doubtless cost him some two or three hundred dollars, & he offers to sell the whole for the sum of one hundred dollars. We recommend the purchase. The Text Books on his recommendation will be, for

### Sacred Music

Cantica Laudis

By Lowell Mason & G J Webb

Taylor's Choral Anthems

### Glee Music

The Vocalist  
 Cecilian Glee Book  
 Meleodist

By Mason & Webb  
 By White & Johnson  
 by George J Webb & Wm  
 Mason

Harmonia  
 Melodia

by Solomon Cone  
 By Truman H Bowen

If the above purchase be agreed to there will

be a sufficient number of Text Books, for some years to come.

As Instruction in Glee Music is voluntary, both with teachers & pupils & as it is a branch which in the opinion of the Committee should be taught, they recommend, that Mr Bowen be requested to instruct in it, & that he attend to it, in all the details as formerly (including instruction in Music, in the Experimental School) & that in consideration thereof, fifty dollars be added to his Salary, making the same in all, eight hundred dollars.

State Normal School, proper

The Committee recommend that the following be established as Text Books.

Orthography	Page's Normal Chart
Writing	
Geography	Mitchell
Reading	Mandeville
Intellectual Arithmetic	Stoddard
English Grammar	Brown
Higher & Elementary Arithmetic	Perkins
Elementary Algebra	Perkins
History (including Hist of U States)	Worcester
Bookkeeping	Preston
Geometry	Perkins
Constitutional Law	Young. Revised Statutes
Drawing	
Higher Algebra	Perkins
Plane Trigonometry	Perkins
Mensuration	Perkins
Natural Philosophy	Olmsted
Land Surveying	Perkins
Mathematical Geography & use of Globes	Lectures
Perspective Drawing	Lectures
Chemistry	Silliman
Agricultural Chemistry	Norton
Intellectual Philosophy	Abercrombie
Moral Philosophy	Wayland
Rhetoric	
Art of Teaching	Page Experimental School Lectures

Astronomy  
Aid to Composition  
Physiology

Robinson  
Parker  
Lambert No 3.

The Committee entertain some doubts, on the judiciousness of authorising Lectures to be delivered on subjects of literature, without at the same time, establishing Text Books. The Lectures must evidently be derived to a great degree from one or more authors, & thus, the Teacher virtually, selects the Text Books, instead of the Committee. These remarks apply particularly to the Study of Rhetoric.

All which is respectfully submitted.

The Executive Committee then proceeded to the consideration of the above report, & the following resolutions were adopted.

Resolved that the Text Books recommended for the Experimental School be adopted.

Resolved that the Committee agree to purchase from Mr. Truman H Bowen, the collection of Text Books of music, as enumerated in his statement, accompanying this report, for the sum of one hundred dollars.

Resolved that Mr Truman H Bowen be requested to instruct in Sacred Music in the Experimental School, in such manner, as may be arranged by the Principal & Mr Phelps & that for this service the sum of fifty dollars be added to his salary.

Resolved that the Principal be authorized to procure fifty copies of Cantica Laudis for the use of

said School.

Resolved that Mr Bowen be requested to employ, the time now set apart for instruction in Music, to teaching both Sacred & Glee Music, in said manner as the Committee may hereafter directed

Resolved that the Text Books recommended as above, for Instruction in Music & for the State Normal School be adopted

On Motion, the Principal was directed to procure a terrestrial Globe for the use of the School.

Adjourned

March 15, 1852.

The Committee met, on the Call of the Chairman.

Present

The Superintendent of Common Schools

Dr Hawley

Col Austin

Dr Beck

Hon F. Townsend

The Minutes of the last meeting were read & approved.

The Committee appointed at a previous meeting to ascertain what repairs were required in the School Building, made a report accompanied with a draught of the Repairs, by Mr Woollett, Architect &

After considering said report, it was resolved that said Committee proceed at the earliest

opportunity to make such repairs as appear proper & expedient to the Members of the Board now assembled, & that the Treasurer pay the expenses incurred for the same.

Adjourned.

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April 6, 1852

The Committee met, on the call of the Secretary

Present

Dr Hawley

Col Austin

Dr Beck

Mr Townsend

The Minutes of the last meeting were read & approved.

A letter from Miss Ostrom, resigning her situation in the State Normal School, in consequence of continued ill health was read.

Whereupon it was

Resolved, that the resignation of Miss Ostrom be accepted.

On Motion, Resolved that Miss Louisa Ostrom be appointed to fill the vacancy occasioned by the above resignation.

A letter was read from William F. Phelps, Teacher in the experimental School, in which he tendered his resignation to take effect on the 24th inst. On Motion said resignation was unanimously accepted.

An application was read from George W. Carpenter of Albany, in which he solicited the appointment made vacant by the resignation of Mr Phelps, Whereupon the Committee after considering the same &



hearing the recommendations in his favour, unanimously Resolved that Mr Carpenter be appointed.

The Secretary presented a printed Copy of a Report made to the Assembly on the 12th of April 1852, entitled "Report of the Committee on Colleges, Academies & Common Schools relative to the causes of the panic attending the late public Exercises of the State Normal School." & which was ordered to be placed on file.

The Board, in view of future & other Reduction resolved that the salary of the Teacher of the Experimental School be placed at the sum of eight hundred dollars per annua.

A letter from Mr Perkins, Principal, was read, in which he solicited an enquiry as to certain allegations contained in the above described report to the Assembly, of the date of the 12th of April last. The Communication was directed to lie on the table until the next meeting.

Adjourned.

Albany, May 14, 1852

The Executive Committee met on the call of the Chairman.

Present

The Secretary of State

Dr Hawley

Col Austin

Dr Beck

Mr Townsend

The Minutes of the last meeting were read & approved.

On Motion

Resolved that the Secretary of State be requested to deliver an Address to the pupils & graduates of the State Normal School, at the closing Exercises of the present term.

A letter from Mr Carpenter was read, in which he declined accepting his appointment, on the terms adopted by the Committee.

A letter in the following words was received & read.

To the Executive Committee of the State Normal School.

Gentlemen,,

I herewith most respectfully tender you my resignation of the Principal of the State Normal School & should be pleased to have the same take effect at the end of the present scholastic year.

My whole life, thus far, has been spent in the arduous duties of teaching, I now wish to withdraw from this profession, at least for a time, if not permanently.

In taking leave of this institution, with which I have been connected since its first organization, I feel pleasure in saying that during the whole period, there has been manifested towards me, feeling of kindness & sympathy, by all the respective members, who have at different times composed your honorable Body. For such

manifestations, I shall always have a grateful remembrance

I remain, very respectfully

Albany

(Signed)

May 12, 1852

George R. Perkins

Whereupon it was

Resolved that the resignation of Mr Perkins be accepted,  
to take effect, at the conclusion of the present term

Resolved that Dr Hawley, Dr Beck & Col. Austin be a  
Committee to prepare & report a proper notice of the  
sentiments of the Committee relative to Mr Perkins.

The Committee then proceeded to fill the vacancies  
occasioned by the declining of Mr Carpenter & on motion  
Mr Amos M. Kellogg of Palmyra was unanimously appointed.

The Board then proceeded to consider the  
subject of the Salaries of the respective teachers in  
the State Normal School & it was agreed that from the  
beginning of the next ensuing term, they should be as  
follows

The Principal	A House &	\$1250.
Teacher in the Experimental School		800.
Teacher of Physiology, Nat Phil. & Chemistry		800.
Teacher of Moral & Intellectual Science & Rhetoric		800.
Teacher of Arithmetic & Bookkeeping		750.
Teacher of the Science of Government, Grammar & Music		750.
Teacher of Grammar & Algebra		700.
Teacher of Reading & History		500.
Teacher of Drawing, History & Geography		\$ 500.
		<u>\$6050.</u>

It was Resolved that the Secretary notify the Principal  
& Teachers accordingly it being at the same time under-  
stood, that the extra allowances for the Master of Order,

Librarian, Postmaster & Teacher of Music in the Experimental School continue in force.

The following Resolution was adopted.

Resolved that it is due to the character of the Executive Committee of the State Normal School, to enter on their minutes, the fact, that William W. Clarke, late a Teacher therein, was requested by the Committee to resign his appointment.

Adjourned.

to Monday next at 4 pm

Albany, May 17, 1858

The Executive Committee met, pursuant to adjournment.

Present

The Secretary of State

Dr Hawley

Col. Austin

Dr Beck

Mr Townsend

The Minutes of the last meeting were read & approved.

On Motion

Resolved unanimously, that the thanks of the Committee be presented to Miss Ann M. Ostrom for her valued & useful services while a teacher in this institution

Resolved that a copy of this Resolution be forwarded to Miss Ostrom, with the assurance of the great respect &

best wishes of the Committee towards her.

Dr Hawley, from the Committee appointed for that purpose, reported the following

The Executive Committee of the State Normal School, have received with sincere regret, the resignation of its respected Principal, George H. Perkins, to take effect at the conclusion of the present term.

It is their pleasure & duty to state that from the organization of the school to the present time, Mr Perkins, first as Senior Professor, and subsequently as Principal has discharged the duties of those offices with ability, integrity & an earnest desire to promote its best interest.

Resolved that in dissolving the connexion which has so long existed between the Committee & Mr Perkins, they tender to him, their best wishes for his health & happiness, with the assurance of their great esteem & respect for his long continued services in the cause of education.

On Motion, the above was unanimously adopted & ordered to be published.

Resolved that a copy of the same be forwarded to Mr Perkins.

The Treasurer pursuant to an informal request made at the last meeting presented the following Exhibit of the State of the Funds for the remainder of the Year

Cr		
Cash in hand. April 1888		3129.25
Quarterly Appropriation to be received		2500.00
Board of Indian Pupils, to be reimbursed		170.00
		<u>\$5799.25</u>
Dr.		
Payment of Salaries 3/10ths at \$784.50		\$2355.50
Wages Contingent Expenses Coal (which last year cost \$378.00)		600.00
General Repairs Ordered (estimated)		600.00
Mileage (Estimated)		500.00
		<u>\$4055.50</u>
Probable Balance. August 1882		\$1540.00

Estimate for one half of the  
ensuing Scholastic Year

<u>To Receive</u>		<u>Payments</u>	
Appropriation	\$5000.	Salaries	\$3500.
Experim. School	600.	Mileage	500.
	<u>\$5600.</u>	Cont. Exp	500.
			<u>\$4500.</u>

Whereupon the following resolutions were adopted.

Resolved that renewed & vigorous efforts should be made to obtain a full representation of pupils according to law from every county in the State

Resolved that the Secretary of State be requested to prepare a circular, to be addressed to the respective town Superintendents, asking their aid in promoting this object.

Resolved that from & after the commencement of the next scholastic year, the sum of two thousand dollars is hereby set apart from the funds, to be paid semi annually in payments of \$1000 each to all counties in said School the said payments to be made equally, & for the specific object of aiding the pupils in the payment of their Board.

Resolved that Dr Beck & Mr Townsend be a Committee to obtain a proper place for holding the public

exercises at the conclusion of the present term.

Resolved that Col Austin & the Treasurer be a Committee to request the Commercial Bank, to allow a proper rate of interest on the Deposits of the Committee.

Resolved that the Committee will meet on the 21st of June next, for the election of a person to fill the vacancy occasioned by the resignation of Mr Perkins.

Adjourned.

June 21, 1852.

The Executive Committee met pursuant to

Adjournment

Present

Dr Hawley

Col Austin

Dr Beck

Mr Townsend

The Minutes of the last Meeting were read & approved.

Mr Townsend reported that the use of Van Vechten Hall had been obtained for the approaching Public Exercises, for the sum of fifteen dollars, which was approved.

Recommendations were read & read in favour of the following persons, to be appointed Principal of the Normal School.

For John F. Stoddard, a graduate of the School & now President of the College at Bethany (Pennsylvania) from Edward Hazen, Hon. Jas C. Curtis, late State Senator,

John D. Watkins of Liberty, Sullivan County, George A Dudley of Ellenville, Ulster Cty, Charles Edward Lester of New York, J H Van Wagener, Hon. Jas F. Burk of Sullivan Cty & others.

For George Spencer of Utica from the Hon Joshua A . Spencer and others

Mr S. W. Robertson of Troy also applied for a place in the school.

From G. McKinn of Wisconsin, a recommendation from Saml G C. Swezey a Graduate of 1850.

The Names of Mr Woolworth of Cortland Academy & of the Rev Dr Baynard B Hall of Newburgh Academy, were also mentioned.

All the above were directed to be on the table.

The Secy. presented a Communication from Mr Amos M. Kellogg, accepting his appointment, & he further reported that Mr Kellogg had entered on the duties of his office on the 24th of May 1858.

A letter from Silas T. Bowen, in which he resigned his situation at the conclusion of the Academic Year was read & on motion said resignation was directed to lie on the table.

On Motion Dr Hawley & Dr Beck were appointed a Committee to examine the Library, Apparatus & other property of the School, & they were also authorized to purchase the book cases of Mr Perkins now in the building, should they consider the same advisable.

Adjourned.



July 1, 1852.

The Executive Committee met at the request of the Chairman who is necessarily absent from the City.

Present

Dr Hawley

Dr Beck

Hon. Mr Townsend

The Minutes of the last meeting were read & approved.

Mr Hawley from the Committee appointed to examine the Library & apparatus of the State Normal School, reported that they had made an examination of the same, to such an extent as to warrant them in reporting that the same were in a satisfactory condition & they further recommended that at the commencement of the next Session, it would be advisable to prepare new & revised Catalogues in a book to be procured for that purpose.

On Motion, the above report was accepted & its recommendation approved. The Same Committee further reported that they had examined the bookcase of Mr Perkins, & found it of large size, filling one side of a room, & reaching to the ceiling, furnished with glass doors & drawers they are of opinion that such a case is indispensable for the room of a Principal & further that Mr Dennister, a Master Carpenter, values the same at seventy dollars.

It appearing that there is due by Mr Perkins, the sum of sixty five dollars for coal used by him during the last winter (according to previous agreements) it was mutually agreed between him & the Committee that the Book-case should be purchased for that sum.

On motion, the above agreement was sanctioned

Col Austin from the Committee on that subject reported (By letter) that the Commercial Bank declined paying any interest on the Deposits of the State Normal School, & that the Bank of Albany would pay four per cent on daily balances

Whereupon it was unanimously resolved that the Treasurer make all future deposits in the Bank of Albany.

A letter was read from the Hon. Henry S. Randall, Secy of State, dated Cortland Village, June 28, 1852, in which he stated that Mr Woolworth would accept the office of Principal, if appointed & urging that said appointment be made

Whereupon it was unanimously Resolved that

Samuel B. Woolworth AM.

be & he is hereby appointed Principal of the State Normal School, to enter on the duties of the same at the commencement of the next session

In conformity to the wishes of the Secretary of State, in a letter dated June 28, & with the unanimous

consent of the Members present, it was Resolved as expedient & proper, to reconsider the vote reducing the salary of Mr Silas T. Bowen, & his salary was accordingly again placed at the sum of one thousand dollars per annus.

The Principal & Faculty reported the following list of persons as worthy of graduating at the ensuing Close of the term. July 8, 1852

Ladies

	Towns	Counties
Sarah A Bingham	Albany	Albany
Sarah H Birdsall	Schenectady	Schenectady
Elizabeth Clark	Peekskill	Westchester
Eliza J. Dunster	Albany	Albany
Ellen M. Freeman	Knoxville	Albany
Elizabeth Guffin	Carlisle	Schoharie
Anna E. Hughes	Albany	Albany
Louisa A Hiscock	Rochester	Monroe
Elizabeth R Lapham	Penn Yan	Yates
Jane M Livingston	Albany	Albany
Jane A McEwan	Little Falls	Herkimer
Mary McDonald	Albany	Albany
Harriet L. Milliner	Rochester	Monroe
Mary E Reed	Westford	Otsego
Aurora H Turner	Syracuse	Onondaga
Elizabeth Van DerZee	Albany	Albany
Hannah Waddell	Mariaville	Schenectady
Mary A Williams	Albany	Albany

Gentlemen

Isaac Becker	Gallupville	Schoharie
Benson Briggs	Peekskill	Westchester
James B Burlew	Sheldrake	Seneca
Abram S. Cassidy	Monsey	Rockland
Bradford R Champion	Knoxville	Albany
L. Harrison Cheney	Syracuse	Onondaga
James A. Curtis	Braman's Corners	Schenectady
James Guffin	Carlisle	Schoharie
C. Warren Hamilton	East New York	Kings
John H. Hinds	Salom	Washington
Jesse McKinney	Sullivanville	Chemung
John E. McPherson	Reeds Corner	Ontario

Byron F. Pratt  
 Charles H Peck  
 Charles F Huppelye  
 Thomas G Smith  
 Darwin C. Smalley  
 Joseph B. Tallman  
 Nicholas Winne

West Curora  
 Sand Lake  
 Mile Centre  
 Coventry  
 Ovid  
 Mayville  
 Guilderland

Erie  
 Rensselaer  
 Yates  
 Chenango  
 Seneca  
 Chataugue  
 Albany

Females 18  
 Males 19  
37

Whereupon the Committee resolved that Diplomas be granted to the above named persons.

The Principal further Stated that the Diploma of Chloe H. Eaton, had been lost by the burning of her fathers home & that she applied for another

Resolved that a duplicate diploma be executed, containing a statement of the reason of its renewal.

The following Resolution was offered by Dr Beck & on Motion unanimously adopted

Resolved, in consideration of the removal of Mr Woolworth from his late situation as Principal of Cortland Academy being a place in which he has commanded great respect & every assurance of permanency as long as he might desire the same, to one, which from present appearances, may be affected, by at least, discordant opinions on the expediency and policy of continuing the State Normal School, & further in view of the expenses of his removal & that of his family to this city & the many charges incident & necessary to his establishment, here, that the sum of two hundred & fifty dollars be paid to Mr Woolworth, in addition to the Annual Salary already voted.

The Secretary of State also informed the Committee (by letter) that he would be unable to deliver the Annual Address at the Closing Exercises.

The Secretary of the Board was appointed a Committee, to endeavour to procure the services of a suitable person.

Adjourned

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July 8, 1853

This being the day appointed for the Public Exercises of the State Normal School, the Pupils, Teachers, & Executive Committee met, pursuant to previous Arrangement, at VanVechten Hall.

Present, of the  
Executive Committee

Dr. Hawley

Col. Austin

Dr Beck

Hon. Mr Townsend

The Secretary reported that the Rev. Dr. Wm J. Kip had kindly consented to deliver the Usual Address to the pupils & Graduates.

The Exercises were then held, after which the Diplomas granted by the Committee were presented.

at the conclusion, it was unanimously Resolved that the thanks of the Board be presented to the Rev Dr Kip for his interesting & eloquent address & that he be

requested to furnish a copy for publication.

Adjourned.

Sept 27, 1852

The Executive Committee met on the Call of  
the Chairman

Present

The Secretary of State

Dr Beck

Hon. Mr Townsend

The Minutes of the two last meetings were read & approved.

A letter dated July 7, 1852, from Mr Woolworth, was read, in which he accepted the office to which he had been chosen

A letter from Miss Peabody, recommending Marshall Cerant, as Principal of the Normal School & dated July 19, 1852, was ordered to be filed

The Report of Sumner C. Webb on the Libraries of the State Normal School, dated July 9, 1852 was presented & referred to the Committee that may hereafter be appointed to examine the same.

The Treasurer presented his Semi Annual Account of Receipts & Expenditures, which was referred to a Committee consisting of Mr Hawley Mr Townsend & Mr Austin

On Motion Resolved that the Committee on Text Books be authorized, if they deem the same expedient



Decr 8, 1852.

The Committee Met, on due Notice

Present

Col. Austin

T. Romeyn Beck

Hon. F Townsend

The Minutes of the last Meeting were read & approved.

The Secretary notified the Committee that the Hon. Mr Hawley had resigned his seat as a Member of the Executive Committee & that said resignation had been accepted by the Regents.

Mr Townsend from the Committee appointed to examine the Semi Annual Account of the Treasurer, reported as follows

"We the undersigned, Committee on Accounts of the State Normal School, do certify that we have examined the foregoing Account of Monies recd & paid by Dr T. Romeyn Beck, as Treasurer of Said School, since Feby 5, 1852, together with the vouchers in support thereof & find the same to be correct & that the balance of two thousand, two hundred & seventy five <sup>60</sup>/<sub>100</sub> Dollars was on deposite to the Credit of the said Treasurer in the Bank of Albany on Septr. 5, 1852.

(Signed)

Albany, Octbr 30, 1852

Franklin Townsend

Charles C. Austin.

On Motion the above report was accepted.

Mr Townsend from the Committee on Repairs



Reported that the same had been completed & that the expenses had somewhat exceeded the estimates, in consequence of its having been ascertained that a portion of the stairs required to be rebuilt.

He further presented the following certificates of Mr Woollett the Architect employed, which he desired might be entered on the Minutes.

To Hon. Franklin Townsend,

Chairman,

Dear Sir

Enclosed you will find my certificate as to the strength & safety of the floor of the Lecture Room & the circular Stairs in the "State Normal School" Building.

The undersigned would also take this opportunity to inform your Committee, that the floor of the Lecture room found to be defective, has been secured by the introduction of belts, at the "abutments" of each of the trusses upon which the floor was laid, and also by the introduction of a bearing beam, through the centre of the room, & supported in the story below, by iron columns.

The circular stairs from the principal story to the lecture room, have been taken down, & rebuilt, and carriages for their support of the most approved construction introduced

Albany

Novr 30, 1852.

Yours very respectfully

William L. Woollett

Novr 30, 1882

This may certify that the undersigned having superintended the repairs of the floor of the Lecture Room & the rebuilding of the Stairs at the "State Normal School" building believes those parts to be perfectly secure & safe, and may now be occupied without danger.

(Signed) Wm L. Wollett,  
Architect & Superintendent

The actual payment for Repairs have been,

W. D. Mahony (Painter &c)	26.21
D H & C.L. Woodruff (Masons)	282.15
J. N. Parker (Carpenter)	565.88
Wm. L. Wollett (Architect)	35.00
	<u>1909.34</u>

The Committee of Text Books reported that they had directed the substitution of

Cutler's Physiology, Last Edition

for Lamberts'

An application for the purchase of Mitchell's Large Atlas of North America (price \$10.00) was refused.

On Motion

Resolved that it be a standing instruction to the Principal of the State Normal School, at the opening of every term, to inquire whether the Students have been vaccinated & if not to urge & require their immediate attention to the same.

The Secretary stated that he was requested by Mr Silas Bowen to tender his resignation as Teacher in the State Normal School, in consequence of receiving

an advantageous offer, & the same to take effect at the end of the present term.

Whereupon after considering the same

Resolved that while the Committee will sincerely regret the loss of Mr Bowen's valuable services, they are constrained to accept of his resignation as above.

Resolved that the Principal be requested to take immediate steps to fill the contemplated vacancy & that he nominate a suitable person for the same

Adjourned

Decr 29, 1852

The Executive Committee, met on the call of the Chairman.

Present,

The Superintendent of Common Schools

Hon. F. Townsend

T. Homsyn Beck

The Minutes of the last meeting were read & approved.

On Motion

Resolved that the list of Text Books be amended as follows

The Text Book of Rhetoric to be Reuman  
Plant Trigonometry (insert) as contained in Daires Legendre  
Surveying & Mensuration. Perkins.

The above two last, to be in place of the present list.

On Motion

Resolved that the Principal be authorized to purchase a good Barometer for the use of the Chemical & Natural

Philosophy Department, provided the expence of the same does not exceed fifteen dollars

It was further Resolved, on the recommendation of the Principal, that hereafter the vacation at the close of each year be restricted to Christmas & New Years days.

The Secretary then subaitted for consideration the draft of an Annual Report, which after having been read & amended, was agreed to as said Annual Report & was ordered to be signed accordingly & to be transmitted to the Regents of the University.

Adjourned.