

Brought up	\$ 3942.	57
Text Books & Stationary for Normal School	135	89.
Incidental Expenses	446.	20
Repairs	134.	50
Mileage, to Students	675.	43.
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	\$ 5334.	45

Balance to the Credit of the Treasurer in the Bank of Albany, Aug ¹⁴ 10. 1854	\$ 470.	11.
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	\$ 5804.	66

A letter from the Rev. Mr. Jewell was read, signifying his acceptance of the appointment recently conferred on him.

The Committee then proceeded to the consideration of an appointment as Teacher of Music & Penmanship, as contemplated by the plan adopted March 23. 1854, & some time spent thereon, it was

Resolved that Gully C. Estee be appointed a Tutor in said Normal School, & Teacher of Music & Penmanship, at a salary of five hundred dollars per annum, as Tutor & two hundred dollars additional, as Teacher of Music.

C. J. Journal.

Albany, Dec^r 21, 1854.

The Executive Committee met on the call of the Chairman

Present,

The Superintendent of Public Instruction

D. Beech,

W. M. Munsie,

W. Hammond

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The Minutes of the last meeting were read and approved.

✓ The Standing Committee on the Treasurer's Account for the last half of the Academic Year 1853-54, made the following report, which was ordered to be entered on the Minutes.

The Undersigned, members of the Executive Committee of the State Normal School, appointed a Committee to examine the account of J. R. Beech, Treasurer of said school, for the six months, ending August 10, 1854, do certify that we have examined the foregoing account of his receipts & disbursements during that period, with the vouchers in support thereof, & find the same to be correct, & that the balance above credited of four hundred & seventy $\frac{11}{100}$ dollars to the Treasury of said school is deposited in the Bank of Albany, to the credit of said Treasurer, as appears by the pass book of said bank.

(Signed)

Albany, Nov 25, 1854

Charles L. Austin

Franklin T. Merrill.

The following works were referred to the Standing Committee as Text Books.

Harker's Physiology.

Waring's Elements of Agriculture

Comstock's Physiology.

The Principal reported that for proper instruction in Music, a melodeon was required & that one was now in use at a high cost (\$24 per annum) whereupon it was Resolved that one be purchased, at a price not exceeding sixty (\$60) dollars.

The Principal further reported that during the present very cold weather, the furnace had

failed to give out, sufficient heat to such a degree, that it became necessary to dismiss the school for a day, that he & several of the Committee had consulted with a mechanic, as to remedying the same & they had arrived at the opinion that the erection of an additional Hot Air Furnace would be advisable & that the expense of the same would be \$125. Whereupon
On Motion, it was resolved to purchase the same

And then the Committee adjourned to meet on Wednesday next at 5 pm.

Dec^r 27, 1854.

The Committee met, pursuant to adjournment
Present,

Col Austin,

D^r Bech.

Mr Tommard,

The Minutes of the last meeting were read & approved.

Mr Woodworth presented the Draft of an Annual Report to the Legislature, which after being read & considered was agreed to, as said Annual Report & ordered to be engrossed & forwarded to the Regents.

Resolved that a second Catalogue ~~of the graduates~~ of the Graduates of the State Normal School be prepared & appended to said Report.

Resolved that the Principal be directed to procure such extra copies of the Catalogue as he may deem necessary.

Resolved that the Hon Mr Headley of the Assembly be requested to deliver the Address at the Graduation in February next.

Resolved that the Principal be authorized

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to exchange or dispose of duplicate volumes
in the Library.

Miss Dwight having applied to instruct
in a particular branch in the Normal School
the application was referred with full
powers to a Committee consisting of Mr
Austin & the Principal

Approved

Feb 1. 1855.

The Semi Annual public Exercises
were held this day.

The Principal & Faculty reported the
following as worthy to receive Diplomas &
they were granted accordingly

1. Frances A. Bacon. Albany
2. Celestine Burtis. Rensselaer.
3. Sarah B. Redell. Erie
4. Mary L. Rodwell. — Livingston
5. Julia C. Carpenter — Monroe.
6. M. Louisa Campbell — Albany.
7. C. Jane Dayton. — Warren.
8. Elizabeth B. Ensign — Orleans
9. Brenda O. Hull. Erie
10. Sarah A. Huestis. Westchester
11. Harriet J. Huestis. Westchester
12. Elizabeth E. Hunt. Rensselaer
13. Frances L. Harrington — Yates
14. Mary A. King. Albany.
15. Hannah J. Moaklen Albany
16. Sarah W. Permont. Essex
17. Louisa H. Permont. Essex
18. S. Amelia Plumb. Oswego