Minutes of the Meeting of the Local Trustees of Ottawa University 1887-1891

Transcribed by Gloria Creed-Dikeogu

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An information meeting of the Local Trustees of Ottawa University was held at the office of Mr Littlefield on the evening of Nov. 30 1887. Present Sheldon, Miller, Ward, Minton, Frelis, Dietrich and also Prof. Sutherland and Rev XXXX Cesdel, The meeting was organized by electing H. F. Sheldon Chairman and M.L. Ward Secretary of the Local Trustees to who the matter of a new College building had been left by the General Board.

Prof. Sutherland reported a Proposition from G. P Washburn Architect that we would furnish plans and specifications for proposed College building for xxxx cast, also that the member donate 50% of his fees to the University the xxxx

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Xxxxxx not in writing and is on file with the Secretary.

Voted that Geo. P. Washburn be appointed Architect of the proposed College building, in accordance with the terms of the above proposition, xxxxx in fxxxxxx Plans and specifications satisfactory to the local Board.

Voted to appoint a building Committee of five.

The following xxxxxx xxxxx L.R Crawford Chairman C P. Skinner & S. Dobson and C. F Dietrich. The remaining members to be appointed xxxxx.

Voted that L.R. Crawford have charge of soliciting funds with a view to putting in the foundation this coming spring.

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On motion, the meeting adjourned at the call of the chairman.

H. F. Sheldon Ch. M. L. Ward Sec

The local Trustees met in the office of S. Dobson on Friday afternoon XXXXXXXXX Pers. Holt, Dobson, Minten, Dietrich, Ward, Prof. Sutherland Ch of. Com on discussing a President for Ottawa University xxxxx that his Committee had xxxxx to present the name of Prof John Greene Principle of Addie Institute at Hightstown N. J. before the xxxxx for President also if upon further knowledge of him it should be decided and xxxx that Prof. Greene would visit Ottawa provided his xxxx xxxx were xxxxxx. After some discussion it was voted that Prof. Green be invited to visit Ottawa during the Holiday week ~~with as a condition for the~~

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with the view to the Presidency and that his xxxxxxxx fro Hightstown to Ottawa Kans. be xxxx passed the General xxxx of the University.

Adjourned

 M. L. Ward Sec.
G. S. Hull ch. XXXXXXX

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Xxxxxx to call. Local trustees met in the office of Geo XXXX busns. Architect to securing plan of College Building. Present Fales, Willis, Dietrich, Minten, Ward also L. R. Crawford and Prof. Sutherland by institution. The chairman H F Sheldon being absent. Prof. Fales was xxxx Ch. Pro Tem. An informed discussion about the budiling was had but no discussion was xxxxx. It was decided to meet again in ~~Saturday~~ night meet. Monday March 5 1888.

 M. L. Ward

On Monday night there were present Hull, Minten, Willis, Ward, Dietrich also Mr. Skinner. So few being present it was decided to call another meeting.

 M L Ward Sec

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The local trustees of Ottawa University at the call of the Chairman met on the evening of April 9 1888. In the office of Architect Washburn.

Present Holt, Dietrich Seldon Dobson Minton Ward also by invitation L. R. Crawford Geo Sutherland Ruben Cesdel and F. Chatsworthy from Evanston Illinois.

H. F. Sheldon in the chair.

The minutes of previous meeting read and approved.

It was stated that the meeting was called that action might be taken on the plans of the proposed College Building, now fully proposed by the architect.

After a careful xxxx motion of social plans and a full discussion, the

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Plans as furnished were adopted.

After some discussion it was voted that subscriptions should only be solicited for the basement this year.

L. R. Crawford having stated that he could not take the charge of soliciting funds. Xxxx Geo Sutherland was appointed to take his place.

Adjourned at the call of the Chairman.

 M. L. Ward Secy

H. F. Sheldon ch.

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At the call of the chairman the local trustees met in the College Campus at 8.00 AM.

Present Sheldon, Fales Dobson Dietrich Holt- Willis, Ward

There was an informational discussion in regard to the location of the proposed College building. The xxxx discussed were the instruction of tenth & cedar, and a xxx about 150 feet North. No vote was taken.

XXX Hold having declined to take the supervision of advising subscriptions for the new building. M. L. Ward was appointed in his place. Adjournment to such at the office Mr S. Dobson at 10.30.

But for xxxxx xxxx on 10.30 an information discussion about the advisability of attempting to such a building which shall xxxx as much the one the xxxx of which have been adopted. Agreed to meet at the same place at 3.00.

Met again. Present – Willis Holt Sheldon Fales Dietrich Ward and Mr Washburn who had been invited to be present. After some discussion, Architect Washburn was by vote requested to submit sketch of a building the cost of which will not be more than $30,000. He was also requested to obtain more specific estimates of the cost of the proposed building.

Adjourned.

 M.L. Ward Sec

H F Sheldon Ch.

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Meeting of Local Trustees of Ottawa University was held at office of Ottawa Bank Aug 10-1888

Present-Dobson, Holt, Fales, Willis, Crawford, Chairman H. F. Sheldon being absent. A. Willis was cosen Chairman Pro Tem. Prof M. L Ward having resigned from Board of Trustees his resignation as Secty of Local Committee, which was accepted, and on motion L. R. Crawford was chosen to fill his place.

 Prof. Sutherland

Reported that in his travels through the state he had to secure great xxxxxxx ent regarding the future of the school, and urged a strong forward movement on the part of this Com. for a new building at the earliest possible date. Prof. Ward reported verbally

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that in his partial canvass of the city, he had secured subscriptions to the amt. of about fifteen hundred dollars toward basement story of the College building. Prof. Ward at this hour tendered his resignation as xxxx of building funds. Voted to accept his resignation. Voted to proceed with construction of basement, and finish the same if possible before Jan’y 1st 1889

On motion voted that xxxx of Geog Sutherland and L. R. Crawford be a Com. with power to call in other assistance to raise funds ~~funds~~ by soliciting subscriptions for basement. On motion---voted to adjourn.

 L. R Crawford, Secy.

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Meeting of Local Trustees held at office of Ottawa Bank August 17 1888—Present Dobson, Sheldon, Holt, Fales, Crawford, Willis

Chair was Seldon presiding

Pro. Sutherland reported preliminary work for raising funds for basement, consisting of carefully prepared list of all persons in the city so far as known who would probably contribute and this list was divided into classes of $200.00 $100.00----450.00---425.00 and $10.00 so as to aggregate $5000.00 the estimated cost of the basement.

Feeling that in view of the depressed condition of business these figures were doubtful of realization he asked a careful consideration of them by this Local Board. After careful examination it was believed that in the list and its classification and apportionately was

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as fairly and wisely made as possible under the circumstances and the unanimous feeling was that in order to secure the erection of the college building within a reasonable term of years a plan involving a less amount of money for the present should be adopted

A plan consisting of two savings and a central portion was generally favored, one wing of possibility the central part to be undertaken at this time the balance to be added as soon as practicable. The Com. on funds were instructed to confer with Architect Washburn concerning such plans

On motion voted to adjourn

 L R Crawford Sec’ty

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Local Turstees met at office of Ottawa Bank Aug 25 1888 Present Holt, Willis, Minton, Dobson, Sheldon, Fales and Crawford

H. F. Sheldon in the Chair

Architect Washburn presented sketch of college building involving two wings and a central part connecting the same – estimated cost of each part $14,000.00 total cost about $42000.00 After a general discussion as to the best interest of the college, Prof Sutherland strong by urging the importance of commencing the work this Fall in order to meet the expectations of the denomination throughout the state, was on motion of G. S. Holt unanimously voted to adopt the plan as now present by Architect with such minor alterations as the Local

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Trustees may direct

On motion voted to make height of Basement story eleven feet the clear Main story Thirteen feet in the clear and upper story Fourteen ft in clear

Prof Sutherland stated that as school was to open in a little more than one week from present date he did not think it possible for him to give much time to soliciting funds. On motion stated to instruct Archt. To arrange plans so as to heat the proposed building with hot air furnaces

On motion voted to adjourn

L. R. Crawford

 Sect’ry.

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Loacl Trustees met at office of G. P. Washburn Ascht. Sept. 28—1888

Present—Sheldon, Dobson, Willis, Dietrich, Littlefield, John Lamb, Crawford, Minton—and Fales. --- H. F. Sheldon the Chair. Archt. Washburn presented definite plans for building, which after careful consideration and on motion voted to adopt the same. On motion voted to request Com. on securing funds to prosecute their work until enough is secured to finish basement estimated at $2500. On motion voted to authorize Com. to solicit bids for excavating, lay all drains, build all walls, construct all flues & c, necessary to the completion of basement as set forth and shown

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In plans and specifications of Archt. for North wing of building. Voted that when we do adjourn we adjourn to meet on college Campus Sept 29—1888 to located site for building. On Notice voted to adjourn.

 L. R. Crawford

 Sectr’y

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Local Trustees met on College Campus Sept 29—1888 at 8’ o clock A.M. Present—Sheldon, Littlefield, Fales, Dietrich, Holt, Willis and Crawford. H .F.Sheldon in the Chair. After careful consideration of the ground aided by suggestions solicited of Judge A.W. Benson and C.P. Skinner Esq. residents in the immediate vicinity ~~and~~ on motion voted unanimously on location and established the same by driving stakes on motion voted to adjourn

 L R Crawford

 Sectry

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Local Trustees met at office of Archt. Oct 8—1888—Present Fales, Holt, Dobscon, Minton, Willis and Crawford

Chairman being absent A. Dobson was chosen chairman Pro. Tem.

Mr Sone Pierson was present and submitted proposition for basement work as follows

Excavating $176|00

Painting and rubblework 1720|20

Range work 529|00

Door Sills 33|50

Window “” 58|50

Brick work 130|00

 2647|20

Water table $1.39 per S in foot Drain pipe laid around building 12 ½ cts per ft.

Mr A. Morrow presented proposition for 26 window frames for 26 Window frames required in basement $88.75

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L. R. Craword presented written proposition for same window frames $84.50

The proposition of Mr Pierson being regarded as too high it was voted to reject this same and the Building Com. instructed to solicit other propositions on motion voted to ajourn

 L R Crawford

 Sectry

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Local Trustees met at office of Ottawa Bank Oct 13---1888

Present Holt, Sheldon, Dobson, Willis, Fales and Crawford. H. F. Sheldon in the Chair

Building Com. presented a contract signed by Sone Pierson(Stone Mason) for the completion of basement story of College building except window frames for the sum of twenty five hundred and fifty nine dollars. This counts act includes all Water table set in place and all drain pope around this part of building and extending 100 feet away from building all to be done in accordance with plans and specifications of Archt. G. P. Washburn --- date of completion on or before Dec.

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15th 1888 except watertable which is to be completed on or before April 1889

On motion of G. S. Holt it was voted unanimously to satisfy said contract and H. F. Sheldon Chairman of Local Com. and L. R. Crawfprd Sectry of same were instructed to sign above contract in behalf of Board of Trustees of Ottawa University

On motion—voted to adjourn

 L R Crawford

 Sectry

Local Trustees met at office of Ottawa Bank July 17th 1889 present Sheldon Dobson Minton Dietrich Willis Fales Holt and Crawford

Minutes of all meetings held since Augs 10th 1888 to Oct 13th 1888 inclusive were xxxxxably read xxxx and approved.

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Building Com. verbally reported that Basement story had been completed as per contract but they were not prepared to make a detailed report as there was still a defiency in funds to meet last estimates which they were then trying to provide for. The matter of finishing this year, the building already commenced was taken up and after considerable discussion it was voted to refer the matter to a special Com. to canvass the community sufficiently to ascertain, whether in their judgement it is practicable to do so
Prof. Sutherland , H F Sheldon and L R Crawford were appointed to act as this Com.

Adjourned

 L R Crawford

 Sec’y

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view of ascertaining whether it was practicable to go on with the building at that time found that their judgement owing to the depressed condition of commercial affairs it was not then practicable

Rev A.S. Merrifield mad some remarks regarding his entrance upon the work as financial ~~agent~~ sectry

for Ottawa University stating that he take up this work expecting that the building will be put up this year. On motion voted to undertake the raising of twelve thousand five hundred dollars for the comp xxxx on the building this year

Voted to meet Apr. 9th

 L R Crawford Sectry

Board met as per adjournment at usual place—Present Dobson Sheldon Willis Minton and Crawford Minutes of last meeting read and approved

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Voted choose a Com. of three H. F. S. Sheldon to serve as out this Com and to act as chairman

Chairman, appointed to fill Com

R Atkinson and L R Crawford

Noted to adjourn

 L R Crawford

 Sectry

Resident members of Board met at office of Archt. June 30th 1890—Present Holt, Sheldon, Dobson, Willis, Dietrich, Crawford

Proposals for stonewash of College building necessary for Completion were opened as follows, Sone Pierson $525000 John Lowell --- 594000

These bids were considered too high and by vote were rejected. Voted to invite others to bid on this work –non residents and the Archt. was instructed to correspond with contractors and solicit bids for the work

 Adjourned

L R Crawford sectry to meet at call of Chxxx

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Resident members of board of Trustees met at call of Chairman at the office of G. P. Wahsburn Archt July 22d 1890 Present Minton Holt Atkinson Willis Dobson Dietrich Crawford

Atkinson was chosen to act as chairman. The object of the meeting as stated was to open and consider proposals for completion of the stone work in construction of College building

Architect stated that he had four sealed proposals for this work

Voted to proceed to open and consider these proposals resulting as follows

Mr Hadesman 6162|78

“ “ John Lowell 4994|50

“ “ Sone Pierson 5000|00

Messrs Dorward and Fores 4715|00

After careful consideration of the situation of affairs relating to the Institution altho’, impassed by the fact

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That a full canvass for money in this community had not yet been completed and a large deficiency still existed in order to complete the work, yet so much depended upon the erection of this building it was almost the unanimous expression of those present that we should now let the contract for the stone work and also order the 1st & 2nd floors joists and continue the subscriptions as vigorously as possible—all members present expressing their willingness to aid in this work. A vote was then take by Yeas and Nays on the acceptance of proposal of Messrs Dorward & Fores for stone work

Yeas Nays

Holt C.C. Minton

Atkinson

Willis

Dietrich

Dobson

Crawford

Voted to instruct---Archt.

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to notify Messrs Dorward & Fores that their proposal for stonework chimxxxxx &c as set forth in plans and specifications, had been accepted, also to forward to them contract requesting them to sign and return to him together with a good and sufficient bond such as may be acceptable to this local Com. The work to commence as soon as possible. Noted to add Prof. Sutherland to Com. to solicit subscription he to act as chairman of this Com. as Mr. Sheldon declined to act owing to pressure of other work

Voted to authorize the purchase of 1st & 2nd floors joist

 Voted to adjourn

 L R Crawford

 Sectry.

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1890 Dec 16

Local members of Board of Trustees met at office of H. F. S. Sheldon at call of chairman Present—Sheldon Minton Crawford C F Dietrich and A Willis. Minutes of previous meetings read and approved The purpose of the meeting as stated by chairman was to devise means to pay balance due Messrs Dorward and Forney on contract for stone work on college building they having an estimate from Architect showing completion of contract and a balance due them amounting to $942.88 after considering the matter it was voted to adjourn until a larger attendance would be obtained

 Adjourned

 L R Crawford

 Sectry

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1890 Dec 18

Local members of Board of Trustees of Ottawa University met at Bank of Ottawa at call of chairman—

H .F. S. Sheldon. Present—C.C. Minton A Dobson H F Sheldon A Willis G S Holt R Atkinson L R Crawford

The matter of providing funds to meet pressing liabilities was taken up and an approximate estimate made of all liabilities to date amounting to about $3500.00. It was shown that we also had in unpaid subscriptions $1185.00 about $700.00 of which it was believed would be allocated Jan’y 1st 1891 leaving liabilities amounting to $2800.00 unprovided for

On motion it was unanimously voted to borrow $2800.00 of Bank of Ottawa for Ninety days at 10% interest per annum, to meet

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The pressing present needs of building indebtedness. A note was then made in favor of Bank of Ottawa as above voted and signed by all members present

 Voted to adjourn

 L R Crawford

 Sectry

1891 Febry. 7

Local members of Bd. Trustees O. University met at Bank of Ottawa. Present Sheldon, Dobson, Minton Crawford and G. S. Holt—Minutes of two previous meetings read and approved. The following Bills were presented and on motion approved and on dXXXX paid

Bill of M R Harris 124|11

“ “ “ E C Robinson 480|96

“ “ L R Crawford 373|47

“ “ Ottawa H Wash Bot 30|25

Forward

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Dietrich B’S 100|82

G. P.Washburn-----Archt 180|15

Local members board met at call of Chairman at Bank of Ottawa May 12th 1891

Present Atkinson, Sheldon, Dobson, Minton, Dietrich, Crawford. H.F.S. Sheldon in the chair

Minutes of last meeting read and approved. Chairman stated that bids for plastering College building had been received from James Jones and Mr G ~~M~~ McMichael that James Jones being the lowest it was voted on motion of Mr. Atkinson to accept the same viz. twentytwo cts per yd. for all 3 coat Hard plaster of Paris finish and per yard for 2 coat at work Brown xxxxx

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On motion voted to approve the contract with J. Jefferries & Co already made to furnish all windows (except circular transoma) 93 in number A. A. D. S. glass for the sum of $339.75 Noted to instruct L. R. Crawford to purchase weights and cord for hanging the above named windows and the windows properly fitted in their frames

 Adjourned

 L R Crawford

 Sectry

July 6th 1891

Local members Baord of Trustees met at Bank of Ottawa—Present Messrs. Minton, Sheldon, Willis, Dobson, Atkinson, Crawford. The following bills were presented considered and ordered paid

Bill of Dietrich Bros. 24|58

Bill of Ottawa Foundry 32|85

Building {“ “ ---Rose 41|56

Hardware {“ “ James Bates 27|10

 Und xxxxx work {“ “ L R Crawford 66|75

(over)

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The completion of new building was ~~talked~~ discussed especially the financial side of it. All seemed to feel the importance of having it ready for the opening of the school in September next, and all felt equally the importance of providing means to meet the bills incident to its completion. It was finally decided to prosecute the work of enlarging our subscriptions during the coming week and then to meet for further action.

Voted to adjourn to meet July 13th inst.

 L. R. Crawford

 Sectry

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1891 July 13th

Local Committee met as per adjournment. Present Messrs Sheldon, Minton, Dobson, Willis and Crawford.—Minutes of last meeting read and approved

The matter of completing College building at once, was discussed and it was decided to request Messrs Willis and Prof Sutherland to prepare a list of all subscribers giving Total Amt. of Subscriptions and also total balance unpaid at this date, and present the same to this local committee at 4 P. M. July 14, at which time further consideration is to be given to the matter

L.R. Crawford was requested to present statements outstanding bills and report the same.

Voted to adjourn to meet at 4 P .M. July 14th 1891

 L.R. Crawford

 Sect’ry

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1891 July 14

Local committee met as per adjournment—present Messrs Minton, Dobson, Willis, Holt and Crawford and Messrs Willis and Sutherland who were requested to ascertain our assets from subscriptions to report list of unpaid subscriptions amounting

~~To 3677|70~~

~~Also conditional subs. 390|00~~

 ~~Total 067|70~~

To 3677|70

Also conditional subs. 390|00

Ladies fund 1000|00

 $ 5067|70

L R Crawford presented an itemized statement of cost to finish building ready for heating and furnishing, together with outstanding bulls and note in bank including probable balance due on plastering contract amounting to 5690|86

After carefully considering the whole matter and feeling somewhat confident that one

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Thousand dollars more can be added to our subscription list it was voted without dissent to proceed to finish the building. Voted authorize L.R. Crawford to take charge of the work and prosecute it to best possible advantage to the Institution

Voted to adjourn to meet in one week from this date

L.R. Crawford

Sect’y

July 21

Local committee met as per adjournment.-Present Messrs Minton, Sheldon, Dobson, Willis and Crawford

Minutes of last meeting were read and approved. There being no business to attend to. Com. adjourned to meet a call of chairman.

 L R Crawford

 Secy

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1891 Aug 3

Local Committee met at usual place—Present Messrs Atkinson, Dobson, Willis, Sheldon, Crawford. Reading of minutes of last meeting was omitted

Bills for work on College building were presented and allowed as follows

Bill of L R Crawford

“ “ “ Frank Bates 30|25

“ “ “ McCowan 8|00

“ “ “ H. G. Nousse 21|37

“ “ “ James Bates 20|25

 96|87

C s.

By subscriptions

H. G. Nousse $ 4.25

McCowan 10.00

Frank Bates 5.00

 19.25

Nett cash paid $7762

Voted to place $8000 insurrance on new College Building through Geo. Stinebaugh Agent viz $4000 in the Phenix of Hartford

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And $4000, in the Queen of Liverpool England Time three years—rated for full time 1.50 per $100, Amt. of Premium $120.

Voted to request Prof. Sutherland to collect subscriptions due on building as rapidly as possible all money collected to be used to apply on note in bank and expenses on building in the xxxx of amount of

~~possible~~ practicable

 Adjourned

 L R Crawford

 Sectry

Oct 22d

Local members of board of trustees Ottawa University met at request of Dr. Johnson at office of Bank of Ottawa—Present Messrs Atkinson, Dobson, Sheldon, Willis, Holt and Crawford President

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Johnson being present stated the object of the call to be the consideration of appointing Rev. J. M. Whitehead and Rev. J. Barratt to assist Financial Agent Rev. A.S. Merrifield in raising the remainder of endowment. A resolution to appoint these two xxx xxx to secure not longer than Dec 31 st 1891 was unanimously adopted

Voted to adjourn

 L R Crawford

 Sectry

1892 Feb’y 13

Local members B.T. OU met at Bank of Ottawa at request of President Johnson to consult regarding the employment of Mr. Frank H Potter to fill vacancy in the Dept. of Natural science and the Dept. of Latin—the present incumbents

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having expressed their purpose to retire from their present work, at the close of the ~~present~~ this school year, in order to enter work along other lines

Present Messrs Atkinson Holt Sheldon Dobson Willis and Crawford—Also present Dr. Johnson who presented correspondence recommendatory

After consideration on motion of G. S. Holt voted to authorize President Johnson to secure the services if practicable of Mr. Potter for the term of one year at a salary not to exceed eight hundred dollars.

 L R Crawford

 Sectry