

MINUTES OF THE SPECIAL MEETING OF THE  
BOARD OF TRUSTEES  
MONDAY, DECEMBER 17, 1962  
THE JUNIOR COLLEGE DISTRICT OF ST. LOUIS - ST. LOUIS COUNTY, MO.

A special meeting of the Board of Trustees of The Junior College District of St. Louis - St. Louis County, Missouri was held on Monday, December 17, 1962 at the Central Office of the District, 4386 Lindell Boulevard, St. Louis 8, Missouri.

Present at this meeting were:

Mrs. Joseph C. Bastian

Messrs. L. C. Geil

Morris Glaser

Guy S. Ruffin

Gerald V. Williamson

Mr. F. Wm. McCalpin was unable to be present at this meeting.

Also present were College President Joseph P. Cosand; Vice President James W. Hobson; and Mr. Bruce E. Woodruff, of the firm of Armstrong, Teasdale, Roos, Kramer and Vaughan, counsel for the District.

Board President Williamson told the Board that the first order of business would be a discussion of the Mill Creek property.

Informal discussion ensued.

Whereupon, it was moved by Mr. Glaser that the Board authorize the expenditure of a sum, not to exceed \$1500.00, for the preparation of an engineering report on the feasibility of utilization of the Mill Creek area as a site for the Junior College, said report to be prepared by Russell and Axon. The motion was seconded by Mr. Geil and upon the vote, was passed unanimously.

Board President Williamson then told the Board that the next order of business would be a general discussion involving the temporary quarters for the south campus of The Junior College District -- the Roosevelt High School, at 3230 Hartford Street, in St. Louis, Missouri.

Whereupon, on motion by Mr. Glaser, seconded by Mr. Geil, it was

RESOLVED, That the Board enter into an agreement with the Board of Education of the City of St. Louis for the use of Roosevelt High School as a temporary site for operation of a part of the educational program of The Junior College District for the Spring semester from January 29 to June 10, 1963, and for a summer semester from June 11, 1963 to August 30, 1963, said agreement to provide for compensating the Board of Education of the City of St. Louis for the increase in cost of operating said facility jointly as a high school and a junior college;

FURTHER RESOLVED, That the President of the Board is hereby authorized and directed to execute a contract on behalf of the District in the form and on the terms and conditions of the agreement attached hereto and expressly incorporated herein, said agreement to be attested by the Secretary and affixed with the official seal of the District;

FURTHER RESOLVED, That in accordance with said agreement the Treasurer is hereby authorized to pay the sum of \$20,000.00 out of the general funds of the District, said sum to be placed in the revolving fund provided by said agreement.

Upon the vote all members of the Board voted for the resolution and it was therefore passed unanimously.

Board President Williamson asked if there were any further business to be brought before the Board.

There was not, and Mr. Geil made a motion that the meeting be adjourned. Mr. Ruffin seconded the motion and it was unanimously approved. The meeting adjourned at 8:00 p.m.

Respectfully submitted,

*Joseph C. Bastian*  
Mrs. Joseph C. Bastian, Secretary  
Board of Trustees  
Junior College District

AGREEMENT FOR THE USE OF THE ROOSEVELT HIGH SCHOOL BY  
THE JUNIOR COLLEGE DISTRICT OF ST. LOUIS, ST. LOUIS COUNTY

THIS AGREEMENT made and entered into as of the 20th day of  
December, 1962, by and between THE BOARD OF EDUCATION  
OF THE CITY OF ST. LOUIS (hereinafter called "Board of Education" and  
THE JUNIOR COLLEGE DISTRICT OF ST. LOUIS, ST. LOUIS COUNTY,  
MISSOURI (hereinafter called "The Junior College"):

WITNESSETH:

WHEREAS, The Junior College desires to institute its educational program  
at the earliest practicable time; and

WHEREAS, the Board of Education feels that it should give whatever  
assistance it can lawfully render to such a worthy enterprise, and;

WHEREAS, the said Junior College needs temporary facilities in which  
to institute its educational program:

NOW, THEREFORE, the Board of Education hereby agrees to permit the  
Junior College to use the premises, buildings, fixtures, furniture and equipment  
of the Roosevelt High School from December 3rd, 1962 to June 10th, 1963,  
Monday through Friday from 4:00 p. m. to 10:00 p. m. and from June 11th, 1963  
to August 30th, 1963, Monday through Friday from 12:00 noon to 6:00 p. m.

The Junior College agrees that in consideration of said use of the afore-  
said Roosevelt High School, that it will reimburse the Board of Education for  
any and all expenses incurred or sustained by said Board, including the reason-  
able cost of wear and tear and depreciation to the buildings and school equipment,  
resulting from the use of the aforesaid premises by the Junior College, and that  
the Junior College will hold the Board of Education harmless as to any claims  
or suits for personal injury or property damage arising out of the use of said  
premises by the Junior College.

It is agreed that the Board of Education is to incur no expense or to  
become obligated in any way for expenses arising out of the operation of said  
Junior College, and the Board of Education is to be reimbursed for any services  
rendered and for any monies expended by it as a result of the operation of said

College; it is further agreed that such reimbursement is not to provide for any profit to the Board of Education, but instead is to be solely a reimbursement of actual expense or loss which the Board of Education has sustained as the result of the operation of said Junior College at the Roosevelt High School.

The said Board of Education agrees that, insofar as is possible, bills are to be rendered monthly for the expense of said operation and that said expense is to be computed by the Auditor of the Board of Education and approved by the Superintendent of Instruction before being submitted for payment.

Because the Board of Education is not legally empowered to spend or dissipate its funds, except in carrying out the purposes for which it was created, whenever any doubt arises as to what charges shall be made, it shall be construed and determined by the Superintendent of Instruction, working in conjunction with the other Executive Officers of the Board in such a way as to protect and hold harmless the Board of Education against any loss or damage caused by the use of the Junior College of the said Roosevelt High School facilities and such construction and determination shall be final.

In order to defray the additional cost of the dual use of said facilities, and in order to prevent the disruption of the planned budgetary needs of the Board of Education, the Junior College agrees to deposit with the Board of Education the sum of \$20,000.00, to be used as a revolving fund. The Junior College hereby authorizes the use of said revolving fund to pay the charges referred to in this Agreement. The Board of Education shall submit to the Junior College each month if at all possible, an itemized list of all charges and expenses attributable to the use of the Roosevelt facility by the Junior College. The Junior College shall pay the amount thereof to the Board of Education to restore the revolving fund to its original sum and any balance remaining in said fund at the termination of this Agreement shall be returned to the Junior College.

The Board of Education agrees to make available rooms for a Book Store, a Library and for office space for the Junior College. During the term of this Agreement said rooms shall be exclusively for the use of the Junior College.

The services and products sold in the book store shall not be available to any high school students or personnel, but shall be solely for the use and purposes of the Junior College, its students, instructors and other personnel.

It is further agreed that the Junior College will not make use of the buildings, premises, fixtures, furniture or equipment thereof in such a way as to interfere with its use by the Board of Education in the manner heretofore customarily used by the Board in the operation of said Roosevelt High School.

It is further agreed that no alterations to the building, premises, fixtures, furniture or equipment shall be made by the Junior College without the express permission of the Superintendent of Instruction of the Board of Education or his representative, and any alteration so agreed upon, except the alterations to the cafeteria area as hereinafter provided, shall be made at the cost of the Junior College, and the Junior College further agrees to place on deposit in advance, with the Secretary and Treasurer of the Board of Education, a sum sufficient to pay the cost of any such alterations.

The Junior College agrees to be responsible for the supervision of the building and its students during the hours it conducts classes, and to be responsible for all persons present on said premises during that time and to take whatever reasonable means are necessary to prevent damage to the premises during such time.

It is further agreed that this Agreement may be supplemented by rules and regulations for the operation of the building, and premises, and that the rules and regulations may be drawn by a Joint Committee of the Instruction Department of the Board of Education and the Instruction Department of the Junior College.

It is further agreed that the Junior College will provide food service for its students and other personnel by means of food merchandising vending machines placed in the cafeteria area. It is agreed that no part of the cafeteria equipment or kitchen of the Board of Education will be used by the Junior College

during the hours the Roosevelt High School is being used by the Junior College.

It is further agreed that the Junior College is to operate the merchandise vending machines at their own cost and that they are to keep the premises clean at all times subject to inspection by the Director of the Division of Food Services of the Board of Education; the placing of the machines as well as their number and make, and any contract to be let for the placing and operation of the machines, shall be subject to the approval of the Director of the Division of Food Services of the Board of Education.

It is further agreed that all costs of the installation and removal of the machines shall be borne by the Junior College and upon their removal the premises are to be replaced in the same condition as before at the cost of the Junior College. It is further agreed that all vending machines will be for the use of the Junior College, its students and personnel only, and at no time to be for the use of the students of the Roosevelt High School, and the Junior College agrees that necessary provisions will be made at the cost of the Junior College so that the machines cannot be used by the students of the Roosevelt High School. It is further agreed that there will be no food service of any kind provided by the Board of Education. Any profits resulting from the operation of the vending machines is to be retained by the Junior College.

It is further agreed that alterations are to be made in the cafeteria area of the Roosevelt High School and that the alterations are to be made subject to the approval of the Superintendent of Instruction of the Board of Education and the total cost of the alterations is to be shared equally between the Junior College and the Board of Education. The Junior College agrees to place on deposit in advance with the Secretary and Treasurer of the Board of Education, a sum sufficient to pay for its share of the cost of the alterations to be made in the cafeteria area.

It is further agreed that the contracts for alterations are to be let on informal bids ( a minimum of 3 bids per letting ) solicited by the Commission:

of School Buildings of the Board of Education; awards to be made to the lowest responsible bidder.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be signed and sealed as of the day and year hereinabove set out.

BOARD OF EDUCATION OF THE CITY OF ST. LOUIS

By *[Signature]*  
President

Attest:

*[Signature]*

Secretary

Approved  
*[Signature]*

THE JUNIOR COLLEGE DISTRICT OF ST. LOUIS, ST. LOUIS COUNTY, MISSOURI

By *[Signature]*  
President

Attest:

*[Signature]*

Secretary

Stencil #359

INFORMAL BID NO. 565

Description: Modernization and Remodeling of  
Various Rooms

Location: Roosevelt High School

BIDS OPENED AT: 2 P. M. December 19, 1962

BOARD ESTIMATE: \$ 19,713.00

Results as follows:

Albers Construction Company	\$ 17,495.00
Ellis Construction Company	19,239.00
Locke Construction Company	21,212.00
Hagl-Steffen Construction Company	21,578.00
John A. Ditenhafer, General Contractor	21,597.00

Also invited to bid but no bid received:

Elmer Wegener, General Contractor

AWARD TO BE MADE TO: \_\_\_\_\_

As recommended by: \_\_\_\_\_ Date

APPROVED: \_\_\_\_\_  
Commissioner of School Buildings Date