

REPORT OF SECRETARY AUDITOR OF THE STATE NORMAL SCHOOLS
FOR THE MONTH OF JANUARY, 1916.

On account of the interruption of committee meetings and the Christmas holidays, I did not check up the November accounts during the month of December, but went over them on my January trip.

HARRISONBURG.

On January 22nd I was at Harrisonburg, and checked over the accounts for November and December. The treasurer's statements for those months agreed with the books of the school, and all disbursements were supported by proper vouchers with the exception of one small payment of 80¢, the check for which had not been returned; Voucher No. 764 to cover the payment of \$1.00 extra to each employe in the laundry who had been employed there a year or longer, and Voucher 767, covering \$5.00 extra paid to Walker Lee, janitor. These payments were made in accordance with a custom of the school, which seems to be a wise one, but I feel that I should call attention to the payments in passing.

The following is a summary of the Treasurer's statements for November and December:

November.	
Balance on hand	\$2659.16
Regular appropriation	3333.33
Other school receipts	105.74
Home receipts	1594.26
	<u>\$7692.49</u>
Expenditures.	
School department	\$4412.78
Home "	2019.26
Balance	1260.45
Total	<u>\$7692.49</u>
December	
Balance on hand	\$1260.45
Regular appropriation	3333.33
Other school receipts	160.54
Home receipts	828.40
Total	<u>\$5582.72</u>
Expenditures.	
School department	\$4630.02
Home "	1151.96
Balance Jan. 1st	200.74
Total	<u>\$5582.72</u>