

of the conferences was set forth in the following letter from the Secretary of the Hospital Board -

Hannoverburg, Va. May 24th 1910.

Dr J. A. Burruss President - State Normal School
Hannoverburg, Va.

Dear Sir:

At a recent meeting of the Board of Trustees of the Rockingham Memorial Hospital, the relations of the State Normal School and the Hospital were very carefully gone over and considered. From advice and reports received from hospitals elsewhere, it does not seem feasible to treat contagious diseases in a general hospital. The Hospital Board greatly regrets this situation and are especially sorry this question was not more intelligently looked into at an earlier date. Under these circumstances we have to report that the Hospital can not receive contagious diseases from the Normal or from any other source unless a separate and distinct building were put up which would entail a very considerable expense. The Board of Trustees do not feel justified in erecting such a building at this time. We wish to say, however, that the Hospital stands ready to help and to co-operate with the Normal in the way of receiving and caring for other than contagious cases and it is hoped that relations mutually satisfactory may yet be arranged.

Y^r Very Respectfully,

Hospital Board

per J. M. Bisdler, Secy.

On motion the Committee formerly appointed in reference to Hospital was continued and President Burruss was authorized to care for any ill health among the students as seemed best to him, until further provision is made by the Board.

The Committee heretofore appointed to settle the accounts of the Treasurer and of President Burruss, submitted the following report -
Your Committee appointed by the Board at the meeting held March 23rd 1910 to audit the accounts of E. W. Carpenter, Treasurer, and Julian A. Burruss, President - have the honor to report that they have examined both of said reports, the former covering the period between April 11th 1910 and June 10th 1910 inclusive and the latter from March 1st 1910 to June 10th 1910 inclusive, and have found the same to be correct and the disbursements supported by proper vouchers which said accounts are hereto attached. Your committee also begs leave to report that adding the warrants issued by the Board and the President up to and including February 28th 1910 as shown in the statement of the President in his settlement of April 11th 1910 to the amount

included in the statement of June 10th 1910 inclusive, as issued by the President and Board, amount to the sum of \$160,097.⁴⁴; that the warrants paid by the Treasurer prior to and including April 11th 1910 as shown in settlement of that date and the warrants paid since that time as shown in the statement herewith filed amount to \$159,374.⁵⁰ and that there are outstanding warrants amounting to \$722.⁹⁶, making a total of \$160,097.⁴⁴, which makes an exact balance.

Respectfully submitted
 Geo. B. Kerzelle
 H. W. Weaver
 Frank Moore

The statement of the account of President Burruss, referred to in above report was as follows.

FINANCIAL STATEMENT
 OF THE PRESIDENT OF THE STATE NORMAL AND INDUSTRIAL SCHOOL
 FOR WOMEN, AT HARRISONBURG, VIRGINIA, FROM MARCH 1, 1910,
 TO JUNE 10, 1910, INCLUSIVE.

Warrants on the Treasurer of the Board of Trustees issued by the President of the School.

School Department:

Salaries of School Employees.....	\$4,618.64	
Traveling Expenses of President and Assistants.....	129.12	
Stationery, Printing and Advertising..	321.60	
Miscellaneous Office Expenses.....	99.53	
Buildings.....	4,518.98	
Grounds.....	622.90	
Equipment.....	627.57	
Fuel, Lights, Power and Water.....	187.81	
Library.....	86.35	
School Supplies.....	867.32	
Training Schools.....	84.77	\$12,164.49

Boarding Department:

Salaries of Employees.....	\$ 756.00	
Laundry.....	1,074.00	
Equipment.....	103.13	
Table Supplies.....	5,634.99	
Fuel, Lights, Power and Water.....	213.38	
Room Rent.....	352.00	\$ 6,133.50
		\$12,297.99 ✓

Receipts issued by the President of the School, and amounts remitted to the Treasurer of the Board of Trustees.

<u>For:</u>	<u>Amounts Received:</u>	<u>Amounts Remitted:</u>
Tuition.....	\$ 46.00	\$ 46.00
Board.....	5,572.76	5,307.79
Supplies.....	795.25	867.59
	\$6,414.01 ✓	\$6,221.38
<u>Balance due Treasurer at last settlement:</u>		<u>Ant. owing</u>
Board.....	337.00	<u>Treasurer:</u>
Supplies.....	85.84	Board.....
	\$6,836.85	Supplies.....
		\$6,836.85

Richard Burruss
 President of the State Normal and Industrial School for Women.

The statement of the account of E. W. Carpenter Treasurer, referred to in the report of the auditing Committee was as follows.

1910 - State Normal & Industrial School.

Statement of E. W. Carpenter Treasurer of the Board from April 11th to June 11th inclusive.

To Balance on hand as per last statement	\$4618.99	
" Amt. Received from State of Virginia	4166.66	
" " " " " Presl. Burruss	3724.97	\$12510.62

By amt. of warrants paid for the Board	\$51.05	
" " " " " " " " President	\$10,913.39	
" " Cash in Bank	1546.18	\$12510.62

On motion the report of the auditing Committee was approved and ordered to be recorded.

The following officers were elected for the year 1910-11
 President - Geo. B. Hazzell, Vice President - J. W. King, Treasurer - E. W. Carpenter, Secretary - Geo. N. Conrad.

The salary of E. W. Carpenter ^{as Treasurer} for the past two years was fixed at \$1000 per year and the Secretary was directed to issue a warrant to Mr. Carpenter for same. The salary of Mr. Carpenter as Treasurer for the year 1910-1911 was fixed at \$125.00 per year and yearly thereafter the salary of the Treasurer of the Board was fixed at said amount of \$125.00 per year.

On motion the President and Secretary of the Board were authorized to draw a draft upon the Auditor of the State in favor of President Burruss for the one per cent provided by recent act of the Legislature and known as Students loan fund and President Burruss was authorized to loan out the amount so obtained by him upon such security as he deems satisfactory.

On motion the Finance Committee of the Board was authorized to execute such obligations as may be required to obtain such sum or sums as may be necessary to meet expenses in building and equipping Dormitory Number two, prior to obtaining from the State the amount appropriated by the Legislature of 1910 for said purposes and to the payment of any and all obligations so executed by said Committee the said appropriation was expressly dedicated by unanimous vote of the Board.

The President of the Board appointed the following

Committees for the year 1910-1911,
Executive Committee, Geo. B. Kuzell, Geo. N. Comad, E. W. Carpenter, J. D. Eggleston Jr. and J. W. Wearu
Instruction - Ormond Stone, J. W. King, W. G. Oliver, J. D. Eggleston Jr and Frank Moore
Grounds & Buildings N. B. Early, E. W. Carpenter, Geo. N. Comad Dr. J. A. Pettit and J. W. Wearu
Finance, W. G. Oliver, G. B. Kuzell, J. W. King, Frank Moore and J. W. Wearu

The following resolution was offered by Mr. Wearu,
 Resolved that Article XVIII of the Bylaws be amended so as to read as follows "A majority of the members appointed on the Board shall constitute a quorum for the transaction of any business, provided however, that for the removal of any officer of the Board there must be at least eight members of the Board present, exclusive of the Superintendent of public instruction and provided further that in making the annual appropriation there must be at least five of the appointed members voting for same provided five constitutes a majority of the members present." This resolution was accepted by unanimous vote.

By unanimous vote Articles 3, 16 and 12 of the Bylaws were amended so as to read as follows -

Article III These officers shall be elected at the regular meeting of the Board to be held on the fourth Tuesday in March of each year and shall hold their respective positions for one year or until their successors are elected and qualify, unless sooner removed for cause.

Article VII. The President of the School at the annual meeting of the Board on the fourth Tuesday in March of each year, shall produce his books and vouchers for the inspection of the Board and shall make a financial report showing the transactions for the current year. The Treasurer and President of the School shall settle their accounts as of the 14th day of March and the 14th day of September of each year for the preceding six months these settlements to be made before an Auditing Committee consisting of the Finance Committee and the Secretary of the Board.

Article XVI. There shall be a meeting of the Board annually on the fourth Tuesday in ~~March~~ or at such other time as the Board may direct and the Board may be convened by the call of the President of the Board or any three members thereof at any time

he or they may think the good of the institution may demand it. Provided the President of the Board shall give ten days notice of any meeting except in case of emergency which emergency shall be stated in the notice.

On motion the meeting adjourned.

Attest
 J. W. Conrad, Secretary

Seismic Hall, Harrisonburg, Va, Sept. 30th 1910.

At a meeting of the Board held this date pursuant to the call of the Chairman, there were present Chairman Kezzell, Members, Weaver, Moore, Oliver, Stone, Carpenter and Conrad, also President Burruss and Architect Chas. M. Robinson.

The minutes of the last meeting were read & approved. Chairman Kezzell announced that the chief matter for consideration of the Board at this meeting was, the heating, lighting and plumbing for Dormitory No. 2 now in course of construction, the Committee to which the Board had referred those matters having been unable to secure bids which, in the aggregate, were as low as the maximum amount the Board had authorized such Committee to expend for those three items of work. On this connection said Committee reported that the bids it had received for the several parts of the work and the names of the bidders were as follows; For Heating, J. W. Sargeant - \$4473.⁰⁰, W. P. Longworth & Co. \$4637.⁰⁰, Thomas & Co. \$3500.⁴⁰, York Eng'g. Co. \$3816.⁰⁰, For Lighting, York Eng'g. Co. \$1130.⁰⁰, For Plumbing - J. W. Sargeant - \$5228.⁰⁰, W. P. Longworth & Co. \$4196.⁰⁰, Thomas & Co. \$3385.²¹, York Eng'g. Co. \$3920.⁰⁰

On motion of Mr. Weaver all bids were rejected except the bid of Thomas & Co. for heating, that of Shenandoah Electric Co. for lighting and that of Thomas & Co. for plumbing, which three bids were accepted by the unanimous vote of the Board.

It appearing to the Board that warrant No. 154 issued by the Secretary to D. N. Washington for the use of E. W. Carpenter the same had been mislaid or lost the Secretary was directed to issue another warrant in lieu of No. 154.

The Secretary was directed to notify W. M. Bucher Sr. that the work on Dormitory No. 2 has not made satisfactory progress.

footing in adding one column of figures to the leading of the next column other than the corrections here in referred to the Treasurer's statement - was found correct - and after and subject to said corrections was approved -

The report of the President - Julia A. Burruss from June 11th 1910 to Sept. 14th 1910 inclusive was submitted and was as follows:

FINANCIAL STATEMENT OF THE PRESIDENT
OF THE STATE NORMAL AND INDUSTRIAL SCHOOL FOR WOMEN AT HARRISON-
BURG, VIRGINIA, FROM JUNE 11, 1910, TO SEPT. 14, 1910, INCLUSIVE.

Warrants on the Treasurer of the Board of Trustees issued by the
President of the School.

School Department:

Salaries of School Employees.....	\$2,497.23	
Traveling Expenses of President and Assistants.....	22.30	
Stationery, Printing & Advertising...	542.88	
Miscellaneous Office Expenses.....	106.11	
Buildings.....	192.95	
Grounds.....	496.13	
Equipment.....	330.71	
Fuel, Lights, Power and Water.....	464.48	
Library.....	57.53	
School Supplies.....	725.30	
Summer Quarter.....	907.82	\$6,343.44

Boarding Department:

Salaries of Employees.....	\$ 640.00	
Laundry.....	633.69	
Equipment.....	9.93	
Table Supplies.....	2,004.25	
Fuel, Light, Power and Water.....	40.11	
Temporary Supplies.....	2.66	
Room Rent.....	223.00	\$3,553.64
		\$9,897.08 ✓

Receipts issued by the President of the School, and amounts
remitted to the Treasurer of the Board of Trustees.

<u>For:</u>	<u>Amounts Received:</u>	<u>Amounts Remitted:</u>
Tuition.....	\$ 482.00	\$ 482.00 ✓
Board.....	3,347.92	3,949.89 ✓
Supplies.....	705.32	600.52 ✓
	\$4,535.14 ✓	\$5,032.41
<u>Balance due Treas. at last settlement:</u>		<u>Amount owing Treasurer:</u>
Board.....	601.97	Supplies.....
Supplies.....	23.50	128.20
	\$5,160.61	\$5,160.61

Julia A. Burruss
PRESIDENT OF THE STATE NORMAL AND
INDUSTRIAL SCHOOL FOR WOMEN.

Upon examination of this report by the Auditing Committee it was found correct and was approved & ordered to be recorded. The following allowances were ordered to be paid members of the Board for expenses of attendance: Wallis J. Oliver \$8.25, J.W. Weaver \$8.25, Bernard Stone \$4.80, B.W. Kuyre \$3.43. \$11.00 on cash \$9.70. On motion the meeting adjourned. J.M. Combs Secy.

Science Hall, March 9th 1911.

All a meeting of the Board held this day in accordance with Article 16 of the By-Laws. There were present Chairman Geo. B. Keggell, Messrs. King, Early, Oliver, Moore, Petet Stone, Carpenter and Conrad with President Julian A. Burruss.

The election of officers for one year from this date, as provided by Article 13 of the By-Laws (as amended) was held & resulted as follows, President - Geo. B. Keggell, Vice President - F. W. King, Secretary Julian A. Burruss, Treasurer Geo. N. Conrad.

The President thereupon appointed the following Committees for one year.

Executive Committee, Geo. B. Keggell, Geo. N. Conrad, E. W. Carpenter, J. D. Eggleston Jr. and F. W. Weaver

Finance Committee - Walter J. Oliver, Geo. B. Keggell, F. W. King, Frank Moore and F. W. Weaver

On Instruction - Ormond Stone, F. W. King, Walter J. Oliver, J. D. Eggleston Jr. and Frank Moore

On Grounds and Buildings, A. B. Early, E. W. Carpenter, Geo. N. Conrad, Dr. J. N. Petet and F. W. Weaver.

On motion it was ordered that the salary of the Treasurer should be one hundred and fifty dollars per annum and that the amount of the Bond to be executed by the Treasurer should be the same as heretofore given by the former Treasurer.

On motion the Secretary was directed to draw a warrant for such amount as might be necessary to pay the premium on the Bond given by the Treasurer.

President Burruss was authorized to increase the charge for board for students from \$14.00 per month to \$15.00 when it seemed to him advisable to do so.

Chairman Keggell reported to the Board that note for \$20,000.00 referred to in the minutes of the meeting of Sept. 30th 1910, has been paid and that a note for \$10,000.00 had been executed payable March 30th 1911 which would soon be paid & that a temporary loan of \$6000.00 had been obtained from bank on the recommendation of Messrs. Keggell, Carpenter and Conrad ^{toward} the payment of which latter note there will be available \$5000.00 on or before May 1st, said \$5000.00 being the balance in full of the appropriation of \$35,000.00 made for this school by the last session of the Legislature of Virginia. Whereupon Mr. Oliver moved that the balance of \$5000.00 which is to be paid by the Auditor of the State on or about May 1st 1911 be applied toward the payment of the \$6000.00 note signed by Messrs. Keggell, Carpenter and Conrad and that the balance on the said \$6000.00 note be paid out of the loan secured under

The resolution of Mr. King next herebelow following, which motion of Mr. Oliver was carried by the following vote: Ayes, Kuzell, King, Early, Oliver, Morse, Pettit, Stone, Carpenter & Conrad. Ayes - none -

On motion of Mr. King the following resolution was adopted, Resolved that the members of the Board now present execute a note for \$5000. payable in one year to be used by the Treasurer as collateral security for any note or notes or renewals thereof as may be necessary to be issued by him to care for the finances of the School until appropriation is made by the General Assembly to care for the present deficit. Vote, Ayes, Kuzell, King, Early, Oliver, Morse, Pettit, Stone, Carpenter & Conrad. Ayes none.

A Committee consisting of Messrs. Kuzell, Carpenter & Conrad and President Burruss was appointed with instructions to secure insurance of not exceeding \$60,000. on Science Hall and the two Dormitories and of not exceeding \$8000. on the contents of those buildings and such insurance as in their judgment is advisable on other property of the School, not exceeding \$500. lower. Said Committee was also directed to endeavor to secure from the town of Harrisonburg reduction in the present rates for electric power and lights for the School.

President Burruss submitted to the Board his report as to the general condition, work and progress of the School for the year ending February 28, 1911. Thereupon on motion of Mr. Conrad the following resolution was unanimously adopted, Whereas the Board of Trustees lay before it the report of President Burruss for the past year, which report exhibits a record of remarkable success for the School and demonstrates the fidelity and efficiency with which the President and the faculty have labored and that in the achievement of this success the student body has loyally co-operated, Be it Resolved that the Board extends to the President, the faculty and the students sincere commendation and hearty congratulations upon the progress which has been made and for the fruitage that has been yielded.

On motion of Mr. Early a vacation for three months was tendered by the Board to President Burruss, to be accepted by Mr. Burruss at such time as he desires.

The financial report of E. W. Carpenter as Treasurer of

The Report from Oct: 1st 1910 to March 27th 1911 inclusive was presented to the Board. The summary of which report - was as follows.

Balance on Land last Settlement -	\$516.18
Receipts by Treasurer since last Settlement -	81227.92
Total receipts	\$81744.10
Total disbursements	81566.24
Balance on Land	\$177.86

This report was referred to an auditing Committee which found the statement - correct, presuming the amount stated in said report as balance on Land at last settlement - to have been correct.

The financial report of President Burruss from Sept: 15th 1910 to Feb. 28th 1911 inclusive, was submitted & after being referred to the Auditing Committee was approved. Said report was as follows

FINANCIAL STATEMENT OF THE PRESIDENT
OF THE STATE NORMAL AND INDUSTRIAL SCHOOL FOR WOMEN AT HARRISON-
BURG, VIRGINIA, FROM SEPT. 15, 1910, to FEB. 28, 1911, INCLUSIVE.

Warrants on the Treasurer of the Board of Trustees issued by the
President of the School.

School Department:

Salaries of School Employees.....	\$10,901.23	
Traveling Expenses of President and Assistants.....	140.70	
Stationery, Printing, Advertising...	160.92	
Miscellaneous Office Expenses.....	193.64	
Buildings.....	762.23	
Grounds.....	582.92	
Equipment.....	2,012.88	
Fuel, Power, Lights and Water.....	763.26	
Library.....	427.26	
School Supplies.....	2,040.55	
Summer Quarter.....	5.00	
Training Schools.....	51.93	\$18,042.52

Boarding Department:

Salaries of Employees.....	\$ 1,118.50	
Laundry.....	1,185.62	
Permanent Equipment.....	82.23	
Table Supplies.....	4,731.98	
Fuel, Lights, Power and Water.....	603.78	
Temporary Supplies.....	28.96	
Room Rent.....	486.67	\$ 8,237.74
		\$26,280.26 ✓

Receipts issued by the President of the School, and amounts
remitted to the Treasurer of the Board of Trustees.

	<u>Amounts Received:</u>	<u>Amounts Remitted:</u>
Balance due Treas- urer at last settle- ment for Supplies.....	\$128.20	

Recd. since last settlement:

Tuition.....	\$ 130.00	\$ 130.00
Board.....	8,826.72	8,826.72
Supplies.....	2,079.76	2,207.96
Library.....	2.35	2.35
Grounds.....	38.75	38.75
Peabody Education Fund... 1,000.00	\$12,077.58	1,000.00
	\$12,205.78 ✓	\$12,205.78 ✓