

The following letter from C. Lee Moore, Auditor of Public Accounts of Virginia to the President of this Board, was then presented and read, to-wit:

Richmond, May 6th. 1912.

Hon. Geo. B. Keezell, President Board of Visitors,  
State Normal and Industrial School for Women at Harrisonburg,  
Keezletown, Va.

Dear Sir:

The Board of Visitors of your Institution should, in session, by resolution, designate such officers of the Institution as they may elect, to make demands, monthly, in the corporate name of the Institution, upon the Auditor of Public Accounts for the payments of the several funds appropriated to your Institution. Copy of the resolution adopted by the Board in session, should be duly certified to this office so that I may on and after June 1st. 1912, draw Warrants on the Treasury payable to the Institution in its corporate name, which Warrants will be mailed direct from this office to such officer of the Institution as the resolution may direct. The resolution can be so drawn as to have force and effect until changed by similar resolution adopted by that Board.

I adopt this method that the money may be paid direct to the Institutions in accordance with the provisions of the Act making the appropriation.

Yours truly,

C. Lee Moore  
Auditor of Public Accounts

and in pursuance of the request contained therein, upon motion of *Mr.* Byrd, the following resolutions were adopted, to-wit:

FIRST, That the Treasurer of this Board, George N. Conrad, of Harrisonburg, Va., be and he is hereby authorized and directed to make demands, monthly, in the Corporate name of this Institution, upon the Auditor of Public Accounts of Virginia, for the payment of the several funds appropriated by the General Assembly of Virginia, to this Institution, until the further order of this Board.

SECOND, That a copy of these resolutions be certified by the President and Secretary of this Board to the Auditor of Public Accounts of Virginia.

The following letter from Prof. Cornelius J. Heatwole of the Department of Education, asking for a leave of absence for further study <sup>at</sup> Columbia University was then presented and read, viz:

June 6, 1912.

President Julian A. Burruss,  
Harrisonburg, Virginia.

Dear Mr. Burruss:- I wish to make application for a leave of absence for a half year next session beginning about the first of February 1913. I hope you will be inclined to to give me this opportunity for further study at Columbia University.

I have been here now three years, each summer staying to assist throughout the entire summer session. I have begun to feel that I owe it to myself not to speak of the students I instruct, that I have some time in further study. Hoping that this request may have a favorable response from you, I am,

Gratefully yours,

Cornelius J. Heatwole

I would respectfully recommend that Prof. Heatwole's request be granted and that he be allowed half pay during his leave of absence.

Julian A. Burruss  
President.

June 11, 1912.

and on motion of Dr. Stone, Prof. Heatwole's request was granted, he to receive half pay during his absence.

The Board having learned that President Burruss has recently received some very flattering offers from other Institutions and desiring to place upon record some appreciation of his services, the following resolutions were then offered by Mr. King and unanimously adopted to-wit:-

RESOLVED (1). That it is the unanimous sense of the Board of Trustees of the State Normal and Industrial School for Women at Harrisonburg, Va., that the services of the President of said School, Mr. Julian A. Burruss, have been and are invaluable to the Institution. That his personalty and indomitable energy, his close application to the numerous details of the work, his devotion to the cause for which the School stands, have combined to make the Institution one remarkable in the annals of the State, in accomplishment and development.

(2) That the appreciation of the Board of Trustees be and the same is hereby extended to Mr. Burruss, with the hope on the part of each member of the Board that he consider no proposition to sever the most pleasant relations that have existed and do exist between himself, his faculty and this Board.

On motion of Mr. King the following resolution was also adopted, to-wit:

RESOLVED. That the thanks of the Board of Trustees be extended to the Board of Editors of the "SCHOOL MA'AM", for the copies of the Annual so generously presented to the members of the Board.

The following expense accounts of the members of this Board were then on motion allowed and warrants ordered to be issued therefor, to-wit: Mr. Keezell \$1.50, Mr. King \$9.50, Col. Golsan \$7.20, Mr. Byrd \$6.00, Mr. Early \$7.00, Dr. Stone \$9.85 and Mr. Moore \$5.40.

There being no further business, on motion of Col. Golsan, the Board adjourned.

*David King*  
Sec'y. Pro. Tem.

STATE OF VIRGINIA, COUNTY OF ROCKINGHAM, to-wit:

*Dr. F. W. King, Gustave F. Johnson, H. F. Byrd, Frank Moore* do solemnly swear (or affirm) that we will support the Constitution of the United States, and the Constitution of the State of Virginia ordained by the convention which assembled in the city of Richmond on the 12th day of June, nineteen hundred and one, and that we will faithfully and impartially discharge and perform all the duties incumbent upon us as Trustees of the State Normal & Industrial School for Women at Harrisonburg, Va., according to the best of our ability. So help us God.

We swear that we have not, while a citizen of this State, since the tenth day of July, nineteen hundred and two, fought a duel with a deadly weapon, or sent or accepted a challenge to fight a duel with a deadly weapon, either within or beyond the boundaries of this State, or knowingly conveyed such challenge, or aided or assisted in any manner in fighting such duel; and that we will not fight a duel with a deadly weapon, or send or accept a challenge to fight a duel with a deadly weapon, either within or beyond the boundaries of this State, or knowingly convey such challenge, or aid or assist in any manner in fighting such duel during our continuance in office. So help us God.

Sworn to and subscribed before me this *11th* day of *June* 190*2*

*Geo. S. Hermsburger* Clerk  
Circuit Court of Rockingham County, Va.

March 25, 1913

At the annual meeting of the Board of Trustees of the State Normal and Industrial School for Women, at Harrisonburg, held this day at the office of the school, the following members were present, namely Messrs. Kezell, King, Early, Stone, Moore, Golsan, and Horschky.

The minutes of the last meeting (June 11, 1912) were read and approved.

The Finance Committee having met on March 11, and audited the accounts of the officers of the school, reported as follows:

FINANCIAL STATEMENT  
FROM MARCH 1, 1912, TO AUGUST 31, 1912.

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

State Department:

Salaries of School Employees.....	\$ 9,702.75	
Grounds.....	536.83	
Stationery, Printing, Advertising.....	633.15	
Miscellaneous Office Expenses.....	265.64	
Fuel, Lights, Power and Water.....	365.09	
Equipment.....	662.57	
Repairs.....	39.92	
Traveling Expenses of President and Assistants.....	489.36	
Library.....	92.57	
Summer Quarter.....	400.14	\$21,323.97
Training Schools.....	334.61	
Contingent.....	272.52	\$13,795.15 ✓

School Department:

Table Supplies.....	\$ 9,751.73	
Laundry.....	1,890.75	
Salaries of Employees.....	2,079.63	
Repairs and Renewals.....	254.70	\$21,373.97
Fuel, Lights, Power and Water.....	966.13	
Room Rent.....	731.53	
Library.....	31.17	
Summer Quarter.....	2,289.41	
Salaries of Music Instructors.....	361.13	
School Supplies.....	2,843.86	\$21,200.04 ✓

*John M. King*  
PRESIDENT, STATE NORMAL AND INDUSTRIAL SCHOOL FOR WOMEN.

Examined and found correct

*G. B. Kezell*  
*A. M. King*  
*J. W. King*  
*Frank Stone* } Finance Com.

FINANCIAL STATEMENT OF THE SECRETARY OF THE BOARD OF TRUSTEES FROM MARCH 1, 1912, TO AUGUST 31, 1912.

Warrants Issued on the Treasurer:

No.	To	For	Amount
223	Frank Moore	Expenses of Board	\$ 18.50
224	F. W. King	" " "	41.00
225	Ormond Stone	" " "	5.85
226	F. W. King	" " "	7.04
227	F. W. Weaver	" " "	5.75
228	N. B. Early, Jr.	" " "	7.60
229	H. F. Byrd	" " "	6.20
230	Frank Moore	" " "	4.90
231	Geo. B. Keezell	" " "	1.15
232	Geo. N. Conrad (Salary)	" " "	150.00
233	Julian A. Burruss (Salary)	" " "	100.00
234	W. M. Bucher & Son	Buildings	620.00
235	"	"	452.35
236	"	"	602.07
237	F. W. King	Expenses of Board	9.50
238	Col. Eustace F. Golsan	" " "	7.20
239	H. F. Byrd	" " "	6.00
240	N. B. Early, Jr.	" " "	7.00
241	Dr. Ormond Stone	" " "	9.85
242	Geo. B. Keezell	" " "	1.50
243	Frank Moore	" " "	5.40
244	Rockingham Publishing Co.	" " "	3.75
			<u>\$2,072.61</u>

Respectfully submitted,

*Julian Burruss*  
 SECRETARY OF THE BOARD OF TRUSTEES, STATE NOR. & IND. SCHOOL.

*We have examined above statement and find it correct.*

*Geo. B. Keezell } Finance Com.  
 Ormond Stone }  
 H. F. Byrd }  
 W. M. Bucher & Son }*

Report of Geo. N. Conrad, Treasurer State Normal and Industrial School for Women at Harrisonburg, from March 17, 1912, to August 31, 1912, inclusive.

*Received by Treasurer  
 10/12/12  
 11/11/12*

To bal. on hand as per last report as of March 16, 1912,	\$ 523.08
" amt. received from Auditor of Public Accounts in monthly drafts,	14,583.30
" amt. received from J. A. Burruss, President,	19,531.83
" proceeds of notes discounted,	9,800.00
	<u>\$ 44,438.21</u>
" balance due Treasurer August 31, 1912,	1,180.16
	<u>\$ 45,618.37</u>
By notes paid \$1,500.00	
3,500.00	
<u>5,000.00</u>	\$ 10,000.00
By total Board Warrants paid, \$2,072.61	
" " President's " " 20,271.68	
" " State Appro. " " 13,274.08	
	<u>35,618.37</u>
	\$ 45,618.37

*R. L. T. Co. submitted*

FINANCIAL STATEMENT  
FROM SEPTEMBER 1, 1912, to FEBRUARY 28, 1913.

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

State Department:

Salaries of School Employees.....	\$12,825.94	
Grounds.....	641.05	
Stationery, Printing, Advertising.....	430.36	
Miscellaneous Office Expenses.....	218.87	
Fuel, Lights, Power and Water.....	695.37	
Equipment.....	1,088.03	
Building Repairs.....	534.50	
Traveling Expenses of President and Assistants.....	70.99	
Library.....	55.82	
Training Schools.....	26.17	
Contingent.....	50.48	
Buildings.....	1,369.25	\$18,006.83 ✓

School Department:

Table Supplies.....	\$ 9,221.06	
Laundry.....	1,702.71	
Salaries of Employees.....	1,961.75	
Repairs and Renewals.....	785.94	
Fuel, Lights, Power and Water.....	1,508.04	
Room Rent.....	640.63	
Library.....	211.06	
Summer Quarter.....	3.00	
Salaries of Music Instructors.....	542.50	
Training Schools.....	210.30	
School Supplies.....	2,278.92	
Miscellaneous.....	86.93	\$19,152.84 ✓

\$37,159.67  
INDUSTRIAL SCHOOL FOR WOMEN

*Examined and found correct*

*Genl Kezzell } Finance Com  
A. M. M... }  
Working  
Blackmore*

FINANCIAL STATEMENT OF THE SECRETARY OF THE  
BOARD OF TRUSTEES FROM SEPTEMBER 1, 1912, TO FEBRUARY 28, 1913

Warrants Issued on the Treasurer:

245	W. L. Dechert Corp.	Expenses of Board	\$100.00 ✓
246	" " " "	Insurance	27.00 ✓
			\$127.00

Respectfully submitted,

*Julian A. Purvis*  
SECRETARY OF THE BOARD OF TRUSTEES,  
STATE NOR. & IND. SCHOOL.

Report of Geo. N. Conrad, Treasurer State Normal and Industrial School  
for Women at Harrisonburg, from September 1, 1912, to February 28, 1913,  
inclusive.

To amt. received from Auditor,		\$ 17,500.04
" " " " President Burruss,		21,094.07 ✓
" " notes discounted,		4,900.00 ✓
		<u>\$ 43,494.11</u>
Error not found,		.02
		<u>\$ 43,494.13</u>

By amt. due Treasurer, settlement August

31, 1912,	\$1,180.16	
By Board Warrants paid	127.00 ✓	
" <del>State Apprs.</del> " " (State)	16,944.35 ✓	
" <del>Passbooks</del> " " (School)	19,858.20 ✓	
" note paid	5,000.00 ✓	
" balance in hands of Treasurer	<u>384.42</u>	\$ 43,494.13

Respectfully submitted  
Geo. N. Conrad  
Treasurer

We have examined the above report  
and find it correct.

J. W. King  
Frank Moore } Finance  
G. B. Kezell } Committee  
R. M. Mann }

Mr. J. R. Horsley, of Appomattox, having  
been appointed to succeed Mr. George N. Conrad  
as a member of the Board took and subscribed  
the oath of office prescribed by law before  
Ralph Staples, a Notary Public of the County of  
Rockingham.

Mr. Kezell on behalf of the Treasurer  
reported that the collateral note of \$5,000.00  
dated March 28, 1911, drawn to George N. Conrad  
Treasurer, and signed by Messrs. Kezell, King, Pettit,  
Oliver, Moore, Stone, Early, and Conrad, and  
payable in one year from date, being no longer  
needed, was returned to the Board, whereupon  
Leol. Golsan moved that the said note be  
forthwith destroyed, which motion prevailed,  
and the said note was destroyed in the presence  
of the Board.

The annual report of the president of the school was presented and discussed.

Architect Robinson, being present, was asked to explain the plans and specifications for the proposed president's residence to be erected in accordance with the motion of the Board at its last meeting. This being done, upon motion of Mr. Horsby, it was resolved that the plans as presented be adopted, and that a committee be appointed to secure bids for the erection of the house, the said bids to be opened on April 10, 1913, and the contract to be awarded provided the amount is within the appropriation already made by the Board for this purpose, and if the amount be in excess of the said appropriation to award the said contract conditionally, and subject to the approval of the Board. Upon roll-call all members present voted in the affirmative. In accordance with this resolution, the following special committee was appointed:

Messrs. Early, Byrd, King, Moore, and the Chairman of the Board.

After some discussion, upon motion of Mr. King, the budget for the fiscal year beginning March 1, 1913 and closing February 28, 1914, as presented in the annual report of the president of the school, was adopted. Upon roll-call the following members voted aye; Messrs. Kezsell, King, Early, Stone, Moore, Golsan, and Horsley, - none, none.

A motion to appropriate \$1,842.83 from the special appropriation of \$25,000.00 made by the last session of the General Assembly <sup>to cover grant disbursements from Nov. 1, 1909 to date</sup> was carried by the following recorded vote; Messrs. Kezsell, King, Early, Stone, Moore, Golsan, and Horsley, voting aye; none, none.

Upon motion it was decided to appropriate \$893.85 for improvements to the grounds of the institution, as recommended by the president of the school; and further to appropriate for the erection and equipment of a temporary auditorium the sum of \$2,300.00 provided the cost of the president's residence does not exceed the appropriation of \$10,000.00 previously made by the Board. The roll being called the following votes were recorded in the affirmative: Messrs. Kezsell, King, Early, Stone, Moore,

Golsan, and Horsley; none  
 Upon motion of Mr. Early, the following  
 officers were re-elected for the ensuing year:

President: George B. Kezzell  
 Vice-President: Floyd W. King  
 Treasurer: George H. Courad  
 Secretary: Julian A. Burruss

In accordance with the By-laws, the  
 President then appointed the following  
 standing committees:

Executive Committee: Messrs. Kezzell,  
 Stearnes (ex-officio), Weaver, Moore, and King  
 Finance Committee: Messrs. King,  
 Kezzell, Moore, Weaver, and Golsan.

Committee on Buildings and Grounds: Messrs.  
 Early, Byrd, Golsan, Horsley, and Kezzell.

Committee on Instruction: Messrs. Stone,  
 King, Stearnes, and Horsley.

The annual financial statement and  
 budget as presented and approved are  
 filed herewith as a part of the records of  
 this meeting.

There being no further business, the meeting,  
 upon motion, adjourned.

Respectfully submitted,  
 Julian A. Burruss  
 Secretary

STATE OF VIRGINIA, COUNTY OF ROCKINGHAM, to-wit:

I, J. R. Horsley  
 do solemnly swear that I will support the Constitution of the  
 United States, and the Constitution of the State of Virginia or-  
 dained by the convention which assembled in the city of Richmond  
 on the 12th day of June, nineteen hundred and one, and that I will  
 faithfully and impartially discharge and perform all the duties in-  
 cumbent upon me as TRUSTEE OF THE STATE NORMAL AND INDUSTRIAL  
 SCHOOL FOR WOMEN AT HARRISONBURG, VA., according to the best of my  
 ability. So help me God.

I, J. R. Horsley  
 do swear that I have not, while a citizen of this State, since  
 the tenth day of July, nineteen hundred and two, fought a duel with  
 a deadly weapon, or sent or accepted a challenge to fight a duel  
 with a deadly weapon, either within or beyond the boundaries of this  
 State, or knowingly conveyed such challenge, or aided or assisted in  
 any manner in fighting such duel; and that I will not fight a duel  
 with a deadly weapon, either within or beyond the boundaries of this  
 State, or knowingly convey such challenge, or aid or assist in any  
 manner in fighting such duel during our continuance in office. So  
 help me God.

J. R. Horsley



FINANCIAL STATEMENT  
FROM MARCH 1, 1912, TO FEBRUARY 28, 1913.

STATE DEPARTMENT

Expenditures:

Balances from Last Year.....	\$ 8,601.95	
Salaries of School Employees.....	22,528.69	
Grounds.....	1,177.88	
Stationery, Printing, Advertising.....	1,063.51	
Miscellaneous Office Expenses.....	484.51	
Fuel, Lights, Power and Water.....	1,060.46	
Equipment.....	1,750.60	
Building Repairs.....	574.42	
Traveling Expenses of President and Assistants.....	560.35	
Library.....	148.39	
Summer Quarter.....	400.14	
Training Schools.....	360.78	
Contingent.....	323.00	
Buildings.....	3,043.67	
Expenses of Board of Trustees.....	498.19	
Insurance.....	27.00	\$42,603.54
Miscellaneous.....	89.31	

State of Virginia, Appropriation.....\$35,000.00

Deficit.....7,603.54 \$42,603.54

Receipts:

Tuition Fees.....	\$ 2,355.00	25.00
Music Fees.....	1,014.38	
Board.....	32,282.52	536.17
School Supplies.....	4,655.01	
Miscellaneous.....	465.32	143.33
March 17, 1911.....	6,000.00	\$40,772.23
April 5, 1911.....	6,000.00	30.00
Balances from 1911-12.....	2,963.97	\$43,736.20
May 4, 1911.....	1,000.00	16.83
August 15, 1911.....	3,500.00	70.00
December 8, 1911.....	3,500.00	70.00
March 5, 1912.....	1,500.00	
April 6, 1912.....	5,000.00	
August 5, 1912.....	5,000.00	100.00
December 3, 1912.....	5,000.00	78.33
Fuel, Lights, Power, and Water (for school purposes only).....		
Total,	\$1,842.83	

*J. A. Purcell*  
PRESIDENT, STATE NORMAL AND INDUSTRIAL SCHOOL FOR WOMEN.

Equipment, Renewals and Additions . . . . .	2,750.60
Building Repairs . . . . .	974.42
Traveling Expenses of Faculty (for teachers' meetings and school business) . . . . .	560.35
Library, Renewals and Additions . . . . .	246.89
Summer Quarter (supplementing outside aid) . . . . .	1,500.00
Contingent Fund . . . . .	385.28
Expenses of Trustees . . . . .	598.19
Insurance on Buildings and Equipment . . . . .	127.00

\$37,359.78

Annual Appropriation of State for Support . . . . . \$35,000.00

Special Appropriation made by Board . . . . . 2,359.78  
\$37,359.78

April 22, 1913.

At a called meeting of the Board of Trustees of the State Normal and Industrial School for Women at Harrisonburg, held at the school this day, the following members were present: Messrs. Early, Stone, Golsan, and Kezzell. Mr. C. M. Robinson, School Architect met with the Board.

The Building Committee reported that it had held a meeting on April 10, at which time bids for building a President's Residence were received and opened, the same being found to be as follows: -

J. S. Dovel & Co. —————	\$16,779.00
J. Moore & Hedrick —————	15,997.35
Wm. M. Bucher & Son —————	14,800.00

All bids were accompanied by certified checks as required.

The amount of the lowest bid being in excess of the amount appropriated for the purpose by the Board, the Committee requested the Chairman of the Board to call a meeting of the Board on April 22 for further consideration of the matter.

After discussion of the report of the Committee, it being found that only four members were present, and consequently not enough to act on the matter as a Board, the Chairman appointed Messrs. Stone and Golsan as members pro tem of the Committee on Buildings in place of Messrs. Byrd and King.

The Board then adjourned.

Respectfully Submitted,

Juliana A. Furman  
Secretary