

JMU Special Collections, Minutes of the Board of Trustees  
Board of Visitors Ledger Book [1908-1914]-1922  
Transcribed by:  
Margaret Satchwell and Chelsea Hersch

Page 1

Harrisonburg, Virginia, April 29, 1908

An act of the General Assembly of Virginia, approved March 14, 1908, having provided for the establishment of a State Normal and Industrial School for Women, at Harrisonburg, His Excellency, Governor Claude A. Swanson appointed the following Board of Trustees for the supervision, management and government of said school:

Hon. George B. Keezell,	Keezletown.
Hon. N.B. Early, jr.,	Dansonville.
Prof. Ormond Stone,	University of Virginia.
F. W. Weaver, Esq.,	Luray.
Hon. Don P Halsey,	Lynchburg.

For the term of two years.

A.H. Snyder, Esq.,	Harrisonburg.
E.W. Carpenter, Esq.,	Rockingham.
Frank Moore, Esq.,	Lexington.
Dr. J. A Pettit,	Rosiland.
Hon. F. W. King,	Clifton Forge.

For the term of four years.

Hon. J.D. Eggleston, Supt. Public Instruction  
(Ex offices.)

And a meeting having been duly called for this date, all the foregoing appointees except Dr. J.A. Pettit appeared and took the oath of office as prescribed by law before Gilbert R. Spitzer, Notary Public.

Thereupon the Board was organized by the election of the following officers:

George B. Keezell, President.  
A. H. Snyder, Secretary.  
E. W. Carpenter, Treasurer.

The Secretary and Treasurer were authorized to purchase such records, stationary, etc. as might be requisite to the proper discharge of their respective official duties.

It was ordered that the Executive Committee of the Board be composed of the three elective officers and Messrs. Eggleston and Weaver.

On motion of Prof. Stone the standing committees, each to consist of five members, and to be named by the President, shall be (1) Course

of Instruction, (2) Grounds and Buildings; and (3) Finance; each of said committees to serve for the term of one year.

Under the foregoing resolution the following were appointed:

1. On Course of Instruction – Messrs. Stone, King, Halsey, Eggleston, and Moore.
2. On Grounds and Buildings – Messrs. Early, Carpenter, Snyder, Pettit, and Weaver.
3. On Finance – Messrs. Halsey, Keezell, King, Moore, and Early.

A special committee on By-laws was named, to consist of Messrs. Halsey, Eggleston, and King.

And a special committee to investigate and suggest names for the office of President of the School was named, to be composed of Messrs. Eggleston, King, Stone, and Keezell.

On Motion the Board adjourned until tomorrow morning at 9:30.

A. H. Snyder, Sec'y.

Harrisonburg, Va., April 30, 1908.

The Board met pursuant to adjournment and spent some time inspecting sites available for the location of the School. The same members present as on yesterday.

After the inspection of sundry sites it was ordered that Messrs. Keezell, Snyder, and Carpenter be constituted a special committee to negotiate with owners of sites deemed available for the purposes of the school, all action of said committee to be subject ratification by this Board; the committee to be empowered to employ a surveyor and an attorney, if deemed advisable; and to report to a meeting of the Board, to be held at the call of the President.

It was ordered that the President of the Board make requisition upon the Board of Supervisors of Rockingham County and the Town Council of Harrisonburg for Ten Thousand (\$10,000.00) Dollars and Five Thousand (\$5,000.00) Dollars, respectively – the several sums contributed upon condition that the School is located in or near

Harrisonburg – these sums to be due and payable upon the purchase of a site and its approval by the State Board of Education.

On motion it was ordered that all moneys expended by this Board shall be paid by warrants on the Treasurer, which warrants shall be signed by the President and countersigned by the Secretary.

On motion of Mr. King, The Treasurer of the Board is required to execute bond for the faithful performance of duty, said bond to be in the penalty of Seventy-five Thousand (\$75,000.00) Dollars, to be guaranteed by some standard surety company, subject to the approval of the Finance committee of the Board, and upon such approval to be deposited with the Secretary for safe-keeping; it being agreed that the premium on such bond shall be paid by the Board.

Upon the execution and approval of the said bond, the Treasurer is directed to make requisition upon the Auditor of Public Accounts for the entire sum appropriated by the General Assembly of Virginia for the purposes of the School and upon the County of Rockingham and the Town of Harrisonburg for the money appropriated by them, respectively.

On motion the Board adjourned subject to the call of the President.

A.H. Snyder, Sec'y.

Harrisonburg, Va., June 17, 1908

The Board met at 4 p.m. pursuant to call of the President. Present: Messrs. Keezell, King, Moore, Stone, Weaver, Carpenter, and Snyder.

Dr. J. A. Pettit appeared and qualified as a member of the Board, taking the oath of office as presented by law before C. G. Price, Notary Public.

Minutes of meetings held April 29 and 30 were read and approved.

It was ordered, on motion of Mr. Moore, that the Act of General Assembly approved March 14, 1908, for Women at Harrisonburg be transcribed upon the Minute Book of this Board. (Said Act appears on Pages 7-9.)

Mr. Keezel as chairman of special committee on Site submitted //submitted\\ the report of said committee, which was accompanied by legally executed options on sundry parcels of real estate. After an informal discussion, the matter of selection of a site for the school was deferred until tomorrow morning.

Mr. King for the special committee on By-laws, submitted its report, which was considered by sections and adopted. (Said By-laws appear in full on Pages 9-12.)

On motion the Board adjourned until tomorrow morning at 10 o'clock.

Attest:

A.H. Snyder,  
Secretary.

Harrisonburg, Va., June 18, 1908.

The Board met pursuant to adjournment. Present the same members as on yesterday, except Mr. Weaver.

An election of Vice President of the Board being in order, under Article 2 of the By-laws, Mr. King was unanimously elected to that position.

On motion of Mr. Moore, the option secured by the committee on a certain tract of land, executed by H. M. Newman and Lorena Mollie Newman, his wife, which contains 42 acres, 2 woods, and 37.7 poles, and which is shown on plat made by J.G. Myers, surveyor of Rockingham county, the same being attached to said option, was ordered closed X at the price of \$18,500.00 and the said site was selected for the location of the Normal School. Upon said selection the vote was: Ayes – Messrs. Carpenter, King, Moore, Pettit, Stone, Keezell, Snyder and Weaver (Mr. Weaver's vote being so recorded in his absence by unanimous consent, in compliance with his own request); Nays, none.

In this selection and purchase of said site, the Board accedes to certain requests of the vendors, as follows:

“First – Parties of the first part desire remove all barns, sheds, granaries, stables, and other outbuildings now used for farm purposes, with the right of ingress and egress to remove same from present location to other sites at any future date, but not later than August 1, 1909.

“Second – Parties of the first part reserve the right to occupy the dwelling-house and use the aforesaid farm buildings at least until April 1, 1909; also to gather this year's fruit crop, garden, and truck products, and the present corn crop from C. and W. Ry. lot; also to use for pasture purposes the front and hill fields during this summer and fall – provided said first parties shall present any grazing stock from interfering with building work of second party.”

And the Secretary is instructed to certify this action of the Board to the State Board of Education for its ratification or rejection.

On motion of Mr. Pettit, Messrs. Keezell and Carpenter are appointed a special committee to secure an option on the life estate of Mrs. Annie Shepherd Lutz in a parcel of land know as the "Lurty Lot" adjoining the Newman property on the north; and to represent the Board when the fee simple in said land is offered at judicial sale, said special committee being authorized to bid not exceeding Two Thousand (\$2,000) Dollars at such sale.

The board of the Treasurer having been approved by the Finance committee, was ordered filed, after final execution, and the Secretary was authorized to issue a voucher for \$187.50 in payment of the premium thereon. Said bond being in the penalty of Seventy-Five Thousand (\$75,000) Dollars, executed by E. W. Carpenter and guaranteed by American Bonding Company of Baltimore.

The following items of expense for mileage, rc. incurred by members of the Board, and in connection with its organization and meetings were approved and ordered paid:

Don P. Halsey	\$5.30	F.W. Weaver	\$3.80
N. B. Early	7.00	J.D. Eggleston	13.80
F. W. King	7.05	Ormond Stone	6.70
Frank Moore	5.95	E. W. Carpenter	2.55
Geo. B. Keezell	1.00	Woodson and Albert	12.00
Ormond Stone	7.40	F. W. King	6.85
Frank Moore	6.20	F. W. Weaver	7.95
J.A. Pettit	11.10	G. R. Spitzer, N. P.	2.25
F. W. King	11.63	Ormond Stone	16.40
Geo. B. Keezell	3.25	News-Register Co.	6.65

The committee on President not being ready to report, in the absence of Mr. Eggleston, the Board adjourned to meet on Friday, June 26, at 4 o'clock, p.m.

Attest.

A.H. Snyder,  
Sec'y.

Acts of Assembly.

Chap. 284 -- An act appropriating the public revenue for the two fiscal years ending respectively on the 28<sup>th</sup> day of February 1909, and the 28<sup>th</sup> day of February 1910. Approved March 14, 1908

\* \* \* \* \*

For the establishment of Ste normal and industrial schools for women, at Harrisonburg and Fredericksburg, the sum of seventy-five thousand dollars, of which the sum of twenty-five thousand dollars shall be for the school at school Fredericksburg and shall be available on and after February twenty-eighth, nineteen hundred and nine, but not before.

The said schools shall be under the supervision, management, and government of the boards of trustees, which shall consist of ten members each, to be appointed by the governor, by and with the advice and consent of the senate, to hold office for the term of four years; provided that at the first appointment five of the members of each board shall be appointed for a term of two years, and five for a term of four years. The superintendent of public instruction shall be ex-officio member of the said boards of trustees, and any vacancy in said boards that shall be caused by the death, resignation, or otherwise shall be filled by the governor with the approval of the senate.

Second. The said trustees shall be bodies corporate under the name and style of State normal and industrial school for women at Harrisonburg and State normal and industrial school for women at Fredericksburg, respectively, with the right as such to plead and be impleaded in the courts, to receive all subscriptions, gifts, and donations, real or personal, from any source whatever, the same by them to be held, invested, distributed, or expended for the best use and benefit of the said schools, and to exercise such other posers, and do such other acts which are necessary and proper to accomplish the end for which said schools are created. Said trustees shall from time to time make all needful rules and regulations for the government and management for said schools, fix the number and compensation of teachers and employees of said schools and of said boards, and prescribe the preliminary examination and conditions upon which students shall be received therein. Each of the said boards of trustees may appoint an executive committee of which superintendent of public instruction shall be a member, for the care, management and government of each of said schools, under the rules and regulations pre-



scribed as aforesaid.

Third. The said trustees shall annually make and file with the said board of education a full report of their proceedings under this act, together with the report of the progress and conditions of said schools. The trustees shall establish one of said schools within or near the corporate limits of Harrisonburg, in the county of Rockingham, Virginia, on a suitable site to be selected by said trustees, and one of said schools within or near the corporate limits of the city of Fredericksburg, in the county of Spottsylvania or Stafford on a suitable site to be selected by said trustees.

Fourth. Each county and city in the State shall be entitled to one pupil in each of said schools, who shall be nominated by the division superintendent of schools, and if any vacancy occur shall be filled by a like nomination, and each county and city in the State shall be entitled to one additional pupil in each for each additional representative in the house of delegates above one to be nominated in a similar manner provided that the board of trustees may increase the number of pupils if they deem it expedient, said pupils to be selected as above. The said pupils so appointed shall be exempt from the charge of tuition. The boards of trustees shall prescribe rules for the selections of said pupils, their examinations, and shall require of each pupil selected satisfactory evidence of an intention to teach in the public schools of the State for at least four years after leaving the said normal schools.

Fifth. For the purpose of the said schools there shall be paid out of the public treasury, from time to time, such sums as shall be appropriated to pay incidental expenses, the salaries of officers and teachers, and to maintain the efficiency of the said schools; provided that the Commonwealth shall not in any instance be responsible for any debt contracted or expenditure made by said institutions in excess of the appropriation made.

Sixth. The establishment of said schools near or within the corporate limits of the town of Harrisonburg in the county of Rockingham, is conditioned upon an appropriation of not less than fifteen thousand dollars cash to be paid by the town of Harrisonburg and the county of Rockingham, upon the establishment of said school; and the guaranteeing of suitable site connected with water, light, and sewer systems of said town, of not less than thirty acres of land for said institutions at a cost not to exceed ten thousand dollars, said site and plans for said buildings to be submitted to and approved by the board of education, and the establishment of said school near or within the corporate limits of the city of Fredericksburg in the county of Spottsylvania or Stafford, is conditional upon, and appropriation of not less than twenty thousand dollars cash

to be paid by the city of Fredericksburg and the county of Spottsylvania or Stafford upon the establishment of said school, and the site for said school and plans for buildings shall be submitted to, inspected, and approved by the board of education.

Seventh. The superintendent of public instruction shall render to the second auditor an annual account of the expenditures for said institutions.

----- # -----

## By Laws

For the Government of the Board of Trustees of the State Normal and Industrial School for Women, at Harrisonburg, Va.

Adopted June 17, 1908

### Art. I.

This institution, established at Harrisonburg, Virginia, by an Act of the General Assembly, approved March 14, 1908, shall in accordance with the terms of said Act, be know as "The State Normal and Industrial School for Women at Harrisonburg."

### Art. II.

The officers of the Board of Trustees shall be a President, a Vice-President, a Secretary, and a Treasurer, and each shall perform the duties usually incident to his office.

### Art. III.

These officers shall be elected at the regular June meeting of the Board of Trustees, and shall hold their respective positions for one year, or until their successors are elected and qualify, unless sooner removed for cause.

### Art. IV.

Any officer may be removed for cause by a majority vote of the entire Board of Trustees, at any regular meeting, or meeting called in whole or in part for that purpose.

### Art. V.

The Treasurer and Secretary shall receive for their respective services, such compensation as shall from time to time be fixed by the Board.

Art. VI.

All officers may be eligible to re-election to office provided however that the Treasurer shall not be eligible to re-election until after his accounts shall have been verified and approved by the Board.

Art. VII.

There shall be four standing committees of the Board of Trustees which shall be appointed by the President of the Board at each annual meeting, viz. an Executive Committee consisting of the President of the Board and four members, a Finance Committee consisting of five members, a Committee on Building and Grounds consisting of five members, and a Committee on Instruction consisting of five members. The Superintendent of Public Instruction shall be, ex officio, one of the four members of the Executive Committee.

Art. VIII.

The Executive Committee shall discharge such duties as may be assigned it by the Board of Trustees, and subject to the approval of said Board. The said Committee shall keep an accurate record of all its proceedings, which record shall at all times be open to inspection by a member of the Board of Trustees, and shall be submitted to the Board at its annual meeting for the information of the Board, and that the acts of the Committee may be approved to rejected.

Art. IX.

All other standing Committees shall make annual reports to the Board of the manner in which they have discharged the duties falling within the scope of their respective Committees, and such other duties as may have been assigned them, respectively, by the Board.

Art. X.

The Board of Trustees, at its annual meeting of each year, shall ascertain as near as may be, the amounts that will be necessary to meet all the demands of the various departments of the institution for the ensuing year, and shall pass an appropriation bill covering such requirements.

Art. XI.

The President of the School shall collect all bills payable to the School from pupils and teachers on account of board and all other fees, and pay it over to the Treasurer taking his receipt therefor. He shall also be the auditing officer of the Institution, and all bills

shall be itemized and presented to him. If necessary for his protection, he may require a bill to be certified under oath. He shall scrutinize all bills closely to see that they are correct, and when found correct shall issue his warrant on the Treasurer for the amount he allows, and shall state upon the face of the warrant out of what appropriation it is to be paid, and shall endorse the bill with the date of its payment and enter it upon a book to be kept for that purpose and shall file the said bill in his records.

Art. XII.

{Amended. See p.44} The President of the School at the annual meeting of the Board 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.

Art. XIII.

The Treasurer shall keep an accurate account of all the funds of the institution, which shall show the various amounts received and the source from which they are derived. And he shall also keep a separate account against the items of the appropriation bill and shall not pay any warrant in excess of same.

Art. XIV.

No fund appropriated for one purpose shall be used for any other, and all unexpended balances remaining over from any appropriation, at the end of the fiscal year, shall be carried into the general fund, unless otherwise ordered by the Board.

Art. XV.

If the annual appropriation made by the Board for any purpose shall for any cause, prove insufficient, it shall be the duty of the President of the School to lay the matter before the President of the Board in writing, giving all the facts relating to the deficiency. It shall then be the duty of the President of the Board to give the matter his immediate attention, and if he deems it of sufficient importance, he shall convene the Board or the Executive Committee, and they shall make such arrangements as may be necessary to meet the immediate deficiency. In case of a deficiency, as aforesaid of not more than two hundred and fifty (250.00) dollars, the President of the Board may order

the Treasurer to pay it out of any funds in his hand not otherwise appropriated.

Art. XVI.

{Amended. See post=page 44} There shall be a meeting of the Board annually in June, 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 X or any thru members thereof X at any time he X or they X 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.

Art. XVII.

No appropriation carrying more than \$2,000.00 shall be made except upon a recorded vote of the members of the Board.

Art. XVIII.

{For amendment to this Article see p. 44} A majority of the members appointed to the Board shall constitute a quorum for the transaction of any business, provided however, that for the removal of any officer of the Board, or in making the annual appropriation there must be at least eight members of the Board present, exclusive of the Superintendent of Public Instruction.

Art. XIX.

In all matters in which the vote of the Board is required, no vote shall be cast by any member by proxy.

Art. XX.

At the request of any two members of the Board a recorded vote shall be ordered upon any vote that may be taken.

Art. XXI.

These by-laws may be amended at any time, by a majority vote of those elected to membership on the Board of Trustees, provided that at such time there shall be as many as eight members present.

Harrisonburg, Va., June 26, 1908.

At a meeting of the Board, held this day pursuant to adjournment, there were present Messrs. Carpenter, Halsey, King, Keezell, Moore, Pettit, Snyder, Stone, and Weaver; absent, Messrs. Early and Eggleston.

Minutes of meetings held June 17 and 18 were read and approved.

Mr. Stone, for committee heretofore appointed to investigate and report names for President of the Normal School, submitted a report, which presented the names of Messrs. John H. Bader, E.D. Murdaugh, and Julian A. Burruss. Whereupon the Board went into executive session, and after discussion several informed ballots were taken. ON a recorded vote Mr. Burruss received the ballot of each of the nine members present and was thereupon declared unanimously elected.

Upon the recommendation of the committee, and by unanimous vote, the compensation of the President was fixed at Twenty-five Hundred (\$2,500.00) Dollars per annum, payable monthly with use of house as soon to begin July 1, 1908, or as soon thereafter as possible.

It was ordered that the President be allowed actual expenses of travel rc., X incurred X while engaged in the service of the school, such expense account to be rendered monthly, and to be subject to the approval of the executive committee, and to be paid by warrant drawn on the sum appropriated for incidental expenses.

It was ordered that the President of the school be authorized to confer with any architects of recognized standing in the consideration of preliminary building plans, as may be willing to under such service without expense to the Board.

On motion, George N. Conrad, Esq. was designated as the attorney to represent the board in the examination of title and to

pass upon the sufficiency of the deed to be executed for the lands heretofore purchased as a site for the Normal School.

Resolved that the sum of Eighteen Thousand, Five Hundred (\$18,500.00) Dollars be appropriated for the purchase of said site, the same to be paid by the Treasurer upon the execution and delivery of sufficient deed therefor.

The sum of One Thousand (\$1000.00) Dollars or so much thereof as may be necessary was appropriated for the payment of incidental expenses, vouchers against said appropriation to be issued by the Secretary upon approval of the Executive Committee.

It was ordered to be recorded as the sense of this Board, that all possible expedition, consistent with good work, be employed by its officers, committees and employes, to the end that the Normal School may be opened for instruction not later than September 15, 190//8// (9).

An account of Jos. G. Myers, surveyor of Rockingham County for Ninety (\$90.00) Dollars, for services in making surveys of five different sites, taking levels, making calculations, plates, and blueprints, was approved and ordered paid.

The following items of expenses for mileage, rc. Were incurred by members of the Board in attendance upon this meeting, and were ordered paid:

F. W. Weaver	8.20	Ormond Stone	\$8.25
J. A. Pettit	12.30	Don P. Halsey	8.05
F. W. King	7.05	Geo. B. Keezell	.75
Frank Moore	5.70	E. W. Carpenter	2.50

On motion, the Board adjourned, to meet at the call of the President.

Attest:

A.H. Snyder

Sec'y.

Harrisonburg, Va., Sept. 15, 1908.

At a meeting of the Board held this day pursuant to call of the President, there were present Messrs. Keezell, Carpenter, Moore, Stone, Weaver, and Snyder; also President Julian A. Burruss. Absent – Messrs. Eggleston, Early, Halsey, King, and Pettit.

Minutes of last meeting were read and approved.

It appearing that the penalty of the Treasurer's bond, heretofore fixed at \$75,000, was longer than requisite for the proper protection of the Board, it was ordered that the amount be reduced to \$25,000; and the Secretary of the Board is directed to apply for a ratable refund of premium paid on the original amount.

President Julian A. Burruss submitted a report in writing covering the general scope and policy of the Normal School, which was considered at length, and on motion received an ordered filed for future consideration.

It was resolved that the drawings submitted by Mr. Burruss in connection with his report, as prepared by C. M. Robinson, architect, embody the ideals and general policy of this Board as to the ultimate plans for grounds and buildings; and that the same utilized from time to time as in the judgment of the Board may be deemed advisable, and as funds therefore may be available.

It was ordered that the recommendation of Mr. Burruss as set forth in Item II on page 18 of his report be adopted as the budget for the first year, ending June 30, 1909.

Thereupon Mr. Chas. M. Robinson, of Richmond, was selected as the architect of the Normal School, to be paid the normal architect's fees only as he performs such services as may be required of him from time to time by this Board. And the architect was directed to prepare with all dispatch consistent with good work working plans and specifications for one Dormitory and one academic building to be known as "Science Hall."



Geo. N. Conrad, Esq. was selected as legal counsel to the Board.

Miscellaneous accounts were approved and ordered paid, as follows:

The News Register Co.	\$9.25	W. L. Deehart	\$187.50
W.L. Deehart	27.25	Conrad and Conrad	20.00
J.G. Myers	6.00	A.L.Fridley	2.00

Expense accounts for travel re incurred by President Burruss were reported as approved by the Executive Committee and paid under a former order of the Board: For the month of July \$21.55: and for the month of August \$78.76.

The following items of expense for mileage re. incurred by members of the Board in attending this meeting were ordered paid. vs.:

Ormond Stone	\$6.30	Geo. B. Keezell	\$2.50
Frank Moore	5.70	E.W. Carpenter	2.75
F. W. Weaver	5.55	H. A. Snyder	1.10

On motion the Board adjourned to meet in the city of Richmond, at the office of C. M. Robinson, on Wednesday, October 7, at 8:30pm. for the submission of the same, as required by law, for the approval of the State Board of Education.

Attest:

A. H. Snyder,

Sec'y

At a meeting of the Board held this day, pursuant to adjournment, there were present Messrs. Keezell, Carpenter, Early, Eggleston, Halsey, King, Moore, Pettit, Stone, and Snyder. Also President Julian A. Burruss.

Minutes of last meeting were read and approved.

Plans and specifications for one dormitory and "Science Hall" building having been submitted by C. M. Robison, architect, were considered in detail and were approved by the Board and adopted as the basis for building proposals to be invited.

The secretary was directed to advertise for bids on said plans, in the Richmond Times Dispatch, the Washington Herald, The Harrisonburg Daily News and Daily Times.

It was ordered that a warrant for Nine Hundred (\$900.00) Dollars be drawn in favor of Chas. M. Robinson X as payment X on account of architect's fee.

The following items of expense for mileage etc., incurred by members of the Board in attending this meeting were ordered paid vz. :

Ormond Stone	\$ 7.40	Frank Moore	\$ 17.00
J.A. Pettit	18.00	Geo. B. Keezell	14.00
N. B. Early, jr.	13.00	E. W. Carpenter	17.00
Don P. Halsey	12.00	A. H. Snyder	17.00
F. W. King	17.20		

An expense account for travel, rc. incurred by President Burruss amounting \$50.66, was reported as approved by the Executive Committee and paid under a former order of the board.

On motion the Board adjourned to meet in Harrisonburg on Thursday, Nov. 5, at 4 o'clock p.m. for the purpose of viewing bids on buildings and the consideration of any business that may be presented.

Attest:

A. H. Snyder,  
Sec'y.

Harrisonburg, Va., Nov. 5, 1908

At a meeting of the Board held this day, pursuant to adjournment, there were present Messrs. Keezell, Carpenter, Eggleston, King, Moore, Pettit, Stone, Weaver and Snyder.

Minutes of last meeting were read and approved.

The proposals received for building dormitory and Science Hall were laid before the Board and opened in the presence of bidders.

Before considering bids it was ordered by unanimous vote that both building be of native stone, with Spanish tile roof, and that the Dormitory be provided with fire-proof stairway. Upon which basis the bids submitted were as follows:

W.M. Bucher & Son,	Harrisonburg, Va.	\$38,695.00
A. F. Withrow & Co.	Charleston, W.Va.	38,791.80
Harwood & Moss,	Newport News, Va.	42,597.00
Haymes Bros.,	Whittle's Depot, Va.	42,620.50
King Lumber Co.,	Charlottesville, Va.	42,950.00
C. W. McNulty	Hinton, W. Va.	43,050.00
J. C. Curtis,	Newport News, Va.	43,465.00
Geo. Leigh & Bro.	Louisa, Va.	43,845.00
Heatwole & Hedriex	Harrisonburg, Va.	44,167.00
W. B. Snead & Co.,	Lynchburg, Va.	45,138.62
W. W. Keenern,	Charlottesville, Va.	45,600.00
John T. Wilson,	Richmond, Va.	46,685.00
Ware and Gayle	Newport News, Va.	46,900.00

Whereupon it was ordered that all bids be rejected except those of Messrs. Bucher & Son and Withrow & Co.

It was moved that the contract for both buildings be awarded to W. B. Bucher & Son, they being the lowest bidders, at \$38,695.00, the Board reserving the right hereafter to add fireproof stairway in Science Hall at the additional cost of \$725.00, that being the bid of Bucher & Son on that item. Upon this motion those voting aye were Messrs. Keezell, Carpenter, Eggleston, Moore, Pettit, Stone, Weaver, and Snyder. Nay, Mr. King

The President and Secretary of the Board were authorized to execute a contract with Messrs. Bucher & Son in accordance with the action heretofore taken, after said contract and accompanying

bond guaranteeing faithful performance shall have been examined and approved by counsel for the Board.

A Building Committee was designated as follows: Messrs. Burruss (chairman), Carpenter, Keezell, Moore and Weaver.

The Building Committee was authorized to invite bids on heating, wiring, and plumbing for the building now about to be erected, the same to be reported to the Board for its approval or rejection.

Messrs. Carpenter and Keezell, special committee heretofore appointed on purchase of Lurty lot, were authorized to represent the Board at the judicial sale advertised for November 7, and exercise their judgment as regards the purchase of the property at this time, it being the unanimous sense of the Board that the lot should ultimately form a part of the Normal School site.

It was ordered that Messrs. Keezell, Carpenter, Snyder and Burruss be designated as trustees of the Rockingham Memorial Hospital relative to the location of the said Hospital at some point where it would be convenient to the Normal School.

On motion it was ordered that in the event the President's house on the Normal School grounds should be vacated by Mr. H. M. Newman prior to April 1, 1909, the matter of suitable tenancy of the property be referred to the Building committee, with authority to take such action as may insure the proper care and protection thereof.

The following accounts having been approved were ordered paid, viz.: The News-Register Co., \$13.90; The Washington Herald, \$18.00; the Richmond Times-Dispatch, \$13.86; Harrisonburg Daily Times \$4.50.

An expense account for travel, rc. incurred by President Burruss amounting to \$25.35, and for incidental office expenses from July 1 to Oct. 31, amounting to \$12.75, having been approved by the executive committee, were paid under

a former order of the Board.

The following items of expense for mileage etc., incurred by member of the Board in attendance upon this meeting were ordered paid, viz. :

J.D. Eggleston, jr.	\$18.40	Ormond Stone	\$6.10
F.W. King	7.40	Frank Moore	5.70
J.A. Pettit	10.85	E.W. Carpenter	2.25
F.W. Weaver	6.70	Geo. B. Keezell	1.75

On motion the Board adjourned to meet at the call of the President.

Attest:

A.H. Snyder, Sec'y

Harrisonburg, Va., January 7, 1909.

At a meeting of the Board, held this day, there were present Messrs. Keezell, Weaver, Stone, Moore, Carpenter, Early, and Snyder.

Minutes of last meeting were read and approved.

The Secretary reported that the building contract between the Board and Messrs. W. M. Bucher & Son, with bond as provided, had been duly executed and filed.

Messrs. Keezell and Carpenter special committee on purchase of Lurty lot, reported the purchase of said lot on behalf of the Board at judicial sale for Three Thousand (\$3,000.00) Dollars. The action of the committee in the premises was ratified by vote of the Board, and the Secretary was authorized to issue a warrant for the sum names, with interest from day of sale.

Bids on heating of buildings now under construction were opened, and after due consideration it was ordered that the "Paul System" Be adopted. Contract was then awarded, all members present voted aye, to the Southern Plumbing and Electric Co., of Richmond, Va., at the price of Forty-one Hundred and Fifty (\$4150.00) Dollars, subject to the execution of satisfactory contract and bond for faithful performance.

In the matter of electrical work it was ordered

that the "Conduit System" be adopted. Whereupon the contract for said work was awarded, all members of the Board present voting aye, to the York Engineering Company, of York, Pa., at the price of Thirteen Hundred and Ninety Three (\$1393.00) Dollars, subject to the execution of a satisfactory contract with bond guaranteeing faithful performance.

Contract for Plumbing was awarded, all members present voting aye, to John R. Sann, of Harrisonburg, Va., at the price of Forty-Two Hundred and Seven & 09/100 (\$4207.09) Dollars, including marble stalls, bucks, etc. in baths, subject to the execution of satisfactory contract, with bond for faithful performance.

Messrs. Keezell, Carpenter & Snyder were appointed a special committee to serve from the Common Council of the Town of Harrisonburg prompt and adequate connections with the Town's water supply, sewerage, electric lights and power.

On motion of Mr. Snyder, it was ordered that Governor Claude A. Swanson be invited to deliver the address at the laying of the "Science Hall" corner stone; that the Building committee be in charge of said ceremony, with instructions to solicit the presence and services on that occasion of the Grand Lodge of Virginia A. G. and A. M.

On motion the Board adjourned to meet tomorrow morning at 9 o'clock.

Attest:

A. J. Snyder  
Sec'y.

Harrisonburg, Va., January 8, 1909.

The Board met pursuant to adjournment. Present, the same members as on yesterday.

It was ordered that the President and Secretary of the Board be authorized to sign and deliver from time to time vouchers covering payments on account of building and other contracts upon estimates approved by the Architect and Building Committee.

It was ordered as the sense of the Board that teachers in the school be permitted to build, for their own use while connected with the school, residence on the school grounds, upon sites and according to plans to be approved by the Board, upon such terms as may equitably concern the interests of all parties concerned – each such case as it arises to be subject to the action of this Board.

It was ordered that the President of the school, in conjunction with the Executive Committee of the Board, be authorized to procure suitable equipment for Science Hall and Dormitory now under construction, the total expenditure for same not to exceed the items heretofore included in the financial budget.

The purchase of a typewriter at the price of Seventy (\$70.00) Dollars was approved and bill for same ordered paid.

The course of study recommended by the President and Committee on Course of Instruction was adopted.

For members of the Faculty, upon nomination by the President, the following were elected:

Education – C. J. Heatwole, Dean of State College for Women at Tallahassee, Florida, at \$1800.00 per annum.

//History\ -- John Walter Wayland, Ph. D., instructor in English, University of Virginia, at \$1200.00 per annum.

Critic Teacher and Instructor in Methods – Miss Yetta Shoninger, of the Wisconsin State Normal School, at \$1000.00 per annum.

And the President of the School was authorized to employ the following, conditioned upon satisfactory negotiations as to salary and combinations of duties:

Physical Education and Assistant in Mathematics //and\ X or

Foreign Languages – Miss A.E. Loose, salary not to exceed \$900.00

Household and Manual Arts – Miss Sarah F. Sale, at \$700 to \$1000.00.

Instructor in Geography – Miss Annie H. Smith, at \$700.00 to \$1000.00

Nature Studies – Miss Margaret E. King, at \$700.00 to \$1000.00.

The election of other members of the Faculty was

continued to a future meeting of the Board.

The President was authorized to employ a stenographer at a salary of \$35.00 per month, the period of such employment to date for December 7, 1908.

The schedule of fees, rc. as recommended by the President of the school was approved.

The following items for mileage and other expenses incurred by members attending this meeting of the Board were ordered paid, viz:

F. W. Weaver	\$4.80	Ormond Stone	\$7.90
N. B. Early	14.50	Frank Moore	6.95
Geo. B. Keezell	3.75	E.W. Carpenter	3.50

The following miscellaneous accounts were approved and ordered paid, viz.:

Chas. M. Robinson, architect, to date	\$356.07.
Woodson & Albert, livery,	4.00
P.F. Spitzer, stationary and supplies	7.75
Richmond Times Dispatch, advt.	1.49
The News-Register Co. printing rc.	58.75
Christopher Engraving Co. (cuts)	10.50
L.C. Smith & Bros. typewriter	70.00
F. L. Harris, Exor. Lurty Lot purchase	3,015.00

The following accounts for expenses of travel and office incidentals were paid to Julian A. Burruss under a former order of the Board - \$16.64 and \$22.44.

On motion the Board adjourned to meet at the call of the President.

Attest:

A.H. Snyder,  
Sec'y.

Memo. – The following estimates on Building contracts have been paid, as per order of the Board:

Jany 8 – Bucher & Son for December	\$987.59.
Feby 10 -- do. “ Jany	955.00
March 3 -- do. “ Feby	2890.00
April 5 -- do. “ March	3370.00



Harrisonburg, Va., April 14, 1909.

At a meeting of the Board, held this day, there were present Messrs. Keezell, King, Halsey, Carpenter, Moore, Stone, Weaver, Pettit, and Snyder.

Minutes of preceding meetings were read and approved.

The Secretary reported that all contracts incident to buildings were now being erected, with accompanying bonds, had been duly executed and filed.

It was also announced that the Town of Harrisonburg had extended its water mains to the Normal School grounds, and that the extension of electric transmission line was in progress.

President Burruss reported that under authority of an order of the Board entered January 8, 1909, he had employed the following teachers:

Miss Sarah F. Sale, Household and Manual Arts, at \$900.00 per annum.

Miss A. E. Loose, Physical Education and Foreign Languages, at \$700.00 per annum.

Miss Margaret G. King, Nature Study and Geography, at \$900.00

In view of a re-arrangement of duties as originally proposed, action heretofore taken in regard to Miss Annie H. Smith was recalled.

The following were thereupon elected by the Board:

English – Miss Elizabeth P. Cleveland, of Hollins Institute, at \$1200.00 per annum.

Mathematics – Miss Natalie Lancaster, of Farmville, at \$1000.00 per annum.

Matron – Mrs. R. B. Brook, of Staunton, at \$600.00 and board – said salary to be changed against Boarding Department.

It was ordered that teachers chosen for service in this school may be dismissed at any time, for cause, by a two-thirds vote of this Board; provided, further, that all teachers desiring to discontinue their connection with the school for the ensuing year shall give notice to that effect, through the President of the school, not later than April 30.

For the session of 1909-10, for two days or

ten hours per week, Miss Mattie Speck of Bridgewater, was elected to teach Drawing for the sum of \$300.00/

The grading and cleaning of grounds at Normal School was referred to Building committee, with authority to take such action as might be deemed proper, not, however, to expend a sum greater than two hundred dollars.

The extension of water main and sewer through Normal School grounds was referred to the same committee, with authority to act.

The purchase of rolling partitions and blackboards was referred to the same committee, with authority to expend not exceeding five hundred dollars.

The selection of hardware was referred to President Burruss and Architect Robinson, their expenditure in the behalf not to exceed \$200 over and above the allowance made in //spec// specifications.

The secretary was authorized to draw vouchers for expenses incident to laying of corner-stone to an aggregate amount not exceeding one hundred dollars.

The Executive committee was directed to secure bids on coal supply and report same to June meeting of the Board.

The time for annual meeting of the Board this year was fixed for Thursday, June 10.

A request of President Julian A Burruss that he be permitted to occupy //thace// X two rooms in Dormitory in lieu of the President's house, and that the latter building be equipped for dormitory use, was taken under advisement.

The following accounts were audited and ordered paid, viz:

The News-Register Co.	\$687.38	I. N. Van Vorhis	\$ .75
J.F. Houck	29.75	H. G. Telephone Co.	2.45
Christopher Eng. Co.	6.81	L. C. Smith & Bros.	7.00
Chas. G. Newing (use Pedc)	100.00	S. Stamp & Sta. Co.	11.73

J. A. Burruss Misc. Office Expenses	\$75.68
J. A. Burruss Traveling Expenses Jany to April	101.33

The following accounts for expenses of travel incurred by members of the Board in attending this meeting were allowed and ordered paid:

E. W. Carpenter	\$3.00	Frank Moore	\$6.20
Don P. Halsey	10.00	F. W. Weaver	4.80
J. A. Pettit	12.50	F. W. King	8.10
Ormond Stone	9.10	Geo. B. Keezell	2.75

On motion the Board adjourned to meet in Harrisonburg on Thursday, June 10, 1909, at 4 o'clock p.m.

Attest:

A.H. Snyder, Sec'y

Memo. – The following vouchers have been issued for bills incurred under orders of the Board, viz:

Karanaugh Hotel	(Entertainment of guests)	\$12.50
Nicholas & Lewley	(committee supplies)	3.65
Woodson & Albert	(carriages)	36.00
E. W. Carpenter, Inas.	(Advanced for Labor)	28.71
Dorman & Early	(Moving Building)	30.00
William Shepherd	(Seed Potatoes)	10.20
Thos. R. Messick	(Work on grounds)	49.90
{See P. 28} //Harrisonburg Band	(Music for Corner-Stone)	15.00//

Harrisonburg, Va., June 10, 1909.

The Board met this date pursuant to adjournment. There were present, Messrs. Keezell, King, Stone, Carpenter and Snyder.

In the absence of a quorum, the Board adjourned to meet to-morrow morning at 10 o'clock.

Attest:

A.H. Snyder, Sec'y.

Harrisonburg, Va., June 11, 1909.

Present the same members as on yesterday and Mr. Weaver.

The minutes of last meeting were read and approved.

Present officers of the Board were all re-elected for the ensuing year, and all standing committees continued without change.

President Burruss submitted a report in writing covering all operations of the school during the past twelve months. The report was considered in detail and ordered filed.

Upon recommendation of the President the following budget for maintenance for the year July 1, 1909, to June 30, 1910, was adopted:

Expenses of Board of Trustees	\$500.00
Traveling Expenses of President and Assistants	400.00
Advertising and Printing	1,500.00
Postage, Drayage, Telephone, Telegraph, Freight, Expense, and other Miscellaneous Office Expenses	500.00
Fuel, Lights, Power, and Water	1,200.00
Insurance	200.00
Laboratory Materials and Miscellaneous Supplies	300.00
Training Schools	400.00
Salaries, as follows: -	
President	\$2,500.00
Professor of Education	1,800.00
"    "    History and Social Sciences	1,200.00
"    "    English and Literature	1,200.00
"    "    Mathematics	1,000.00
"    "    Primary Methods and Supervision of Practice Teaching	1,000.00

“ “ Physical Education and Instruct-  
or in Foreign Languages 700.00

Professor of Geographical and Material Science	900.00	
“ “ Household Arts	900.00	
Instructor in Manual Arts (part Time)	300.00	
Secretary to the President	420.00	
Librarian and Assistants	350.00	
Janitor	480.00	
Janitress	360.00	
Night Watchman and Night Fireman, etc.	300.00	
Office Help (Students)	190.00	
Labor on Grounds	1,000.00	
Music	400.00	15,000
Total		\$20,000

The forgoing was adopted by the following recorded vote: Ayes – Messrs. Carpenter, Keezell, King, Snyder, Stone, and Weaver; No’s – None.

Sundry increases over the Board’s original appropriations for water connection, sewers, general improvement to grounds, electrical work, extras to general contract, and equipment of Science Hall and Dormitory appearing to be necessary as set forth on pages eleven and twelve of the President’s report, were approved and authorized to be made. The vote on the resolution being: Ayes – Messrs. Carpenter, Keezell, King, Snyder, Stone, and Weaver; No’s – None.

By the following recorded vote, namely: Ayes – Messrs. Carpenter, Keezell, King, Snyder, Stone and Weaver; No’s – None, it was ordered that the Finance Committee of the Board, be and is hereby authorized to negotiate funds in such amount as may be necessary to meet contracts and current bills in so far as the same may exceed balance in hand and available from appropriations.

The following accounts were presented, approved and ordered paid:

Harrisonburg Band	\$15.00	News-Register CO.	\$144.00
A. L. Fridley	1.50		
J. A. Burruss	\$7.57		

The following items of expense in attendance upon this meeting and committee service were ordered paid:

F. W. King	\$8.00	Ormond Stone	\$6.50
Geo. B. Keezell	4.00	A. H. Snyder	.50
F. W. Weaver	1.20	Frank Moore	5.05

On Motion the Board adjourned to meet at the call of the President.

Attest: A.H. Snyder, Sec'y

Memo. – The following payments on contracts and other claims duly approved have been made since the June meeting of the Board:

York Engineering Co.	\$552.25	Chas. M. Robinson	\$300.00
D. N. Washington	140.00	W. M Bucher & Son	5,100.00
T. L. Williamson, Comr.	2.00	Jus. R. Saum	1,600.00
Son. Plumbing and Electric Co.	490.92	A. L. Fridley	2.00
W. M. Bucher & Son	5,185.00	Son Plumbing & Electric Co.	1,048.90
York Engineering Co.	3.85	Thomas & Co.	701.70
.do	400.00	W. M. Bucher & Son	4,200.00
Son. Plumbing & Electric Co.	1,380.40	Chas. M. Robinson	100.00
Dorman & Early	15.00	Jus. R. Saum	844.34
W. M. Bucher & Son	5,637.81		

Harrisonburg, Va November 12, 1909

The Board met this date pursuant to call. These were present, Messrs. Keezell, King, Stone, Carpenter, Moore, Early, Eggleston and Weaver

Minutes of the preceding meeting were read and approved.

A communication was received from Mr A H Snyder expressing regret that he was unable to attend this meeting of the Board on account of illness,

Whereupon the following resolution was adopted by a unanimous vote

Resolved

1<sup>st</sup> That it is with much regret, this Board has learned of the illness of Mr A H Snyder one of its most valuable members and its most efficient secretary. His genial presence and wholesome counsel are greatly missed and it is earnestly hoped that he may be spared to again resume his place with us. We desire to express to him our most cordial greetings and sincerely trust that he may be speedily restored to health and strength.

2<sup>nd</sup> That a copy of these resolutions be forwarded to Mr Snyder

In the absence of Mr Snyder the secretary Mr Weaver was on motion elected Secretary pro temp.

The following resolution was adopted by unanimous vote

Resolved: That the compensation of the secretary of this Board, A H. Snyder upon whom has devoted much labor and who has so zealously and faithfully filled this position be fixed at \$100.00 per year



to take effect as of the time of his entering upon discharge of the duties of his office.

The Board was notified in meeting by the Lanier Literary Society of its election as honorary members of same and its Sect. was directed to acknowledge member of same and to express its pleasure of the Board in accepting membership in same.

President Burruss submitted a report covering the operations of this school since the last meeting of this Board which was considered and ordered filed.

A motion was made and carried that the chairman appoint three members to appear before the finance committee of the senate which is to meet in Richmond between Dec 13<sup>th</sup> and 30<sup>th</sup> 1909 to present the claims of this institution for an appropriation by the next General assembly.

The chairman appointed a committee under the above resolution consisting of Senator King, Supt. Eggleston and Mr. Frank Moore.

In appearing to the Board that there is a deficit of over \$25000.00 dollars X on account of purchase of lands, construction and equipment of follows X on motion of E.W. Carpenter the members of this Board present namely, Ormond Stone, Geo B. Keezell, F. W. King , G. D. Eggleston Jr., N.B. Early, Frank Moore, E. W. Carpenter, and F. W. Weaver executed their two personal notes for \$20000.00 and \$5000.00 reply at four months upon which \$25000.00 less interest was realized and applied to this deficit until the General assembly could provide for the same.

On motion of F. W. King the sum of \$126.00 was unanimously appropriated to pay the Board of Miss A. V. Cleveland who is acting as assistant teacher in the department of English with out compensation.

The following items of expenses in attendance upon this meeting were ordered.

N.B. Early Jr.	\$8.50	F.W. King	\$7.25
Ormond Stone	\$5.60	Frank Moore	\$5.45
J.D. Eggleston Jr.	\$12.00	F. W. Weaver	\$7.60

On motion the Board adjourned to meet at the call of the President.

Attest: F W Weaver Sect P.T.

Harrisonburg Va March 23<sup>d</sup> 1910

At a meeting of the Board of Trustees this day held in Science Hall, pursuant to call of the President of the Board, there were present – Messrs. Keezell, Weaver, Oliver, Moore, King, Carpenter, and Conrad, also President Julian N. Burruss. The minutes of the last meeting were read and approved.

On motion of Mr. King, George N. Conrad was elected secretary of the Board for the unexpired term of A. H. Snyder deceased.

The President reported to the Board the amounts which were appropriated by the recent session of the Legislature for this school for the years 1910 and 1911.

The President appointed Mr. Oliver (the successor of Mr. Halsey as a member of the Board) as a member of the various committees of the Board of which Mr. Halsey had been a member and likewise appointed Mr. Conrad to fill such vacancies on Committees as had been occasioned by the death of Mr. Snyder.

On motion the President appointed Messrs. King, Oliver and Conrad a committee to prepare and submit to the Board suitable resolutions respecting the death of Mr. A. H. Snyder. The Committee made the following report which was unanimously adopted.

A.H. Snyder was a member of the first Board of Trustees appointed for the State Normal and Industrial School for Women at Harrisonburg. He died at his home in Harrisonburg on the day of January 1910. At the time of his death he was Secretary of said Board. A few months before his death he had been honored by the people of Rockingham by election to the House of Delegates of Virginia.

His interest in the advancement of the cause of education was exhibited in many ways and to a marked degree. He was among the foremost in the labors incident to securing the establishment of this Normal School.

His genial manner, his sincerity, his high standard of right, his scorn for the wrong, his faithfulness in the discharge of duty, were qualities which made him a respected citizen, a loyal friend and a valued servant of those agencies which

aid in the betterment and uplifting of the people. Therefore be it resolved, First, that by his death the cause of education has lost a most worthy apostle and especially has this school lost one of its sincerest advocates; second, that we unite with the community in which he lived and died, in sympathy for his widow and children, and third, that in token of our esteem for him, these resolutions be spread upon the minutes of the Board and a copy sent to the family of the deceased.

On motion the Secretary was directed to draw on an order on the Treasurer in favor of A. H. Snyder's Executor for the sum of Fifty Dollars for balance due said Snyder on salary as Secretary of the Board.

The Treasurer, Mr. Carpenter, reported to the Board that he had drawn on the Auditor of the State for the sum of Twenty-five Thousand Dollars which had been paid and that the sum so obtained had been used by the Treasurer in paying the notes which had been executed by the members of the Board under resolution adopted by the Board at its meeting of November 12, 1909 whereby a loan of \$25,000.00 had been obtained in Bank to pay the then floating debt of the School. On motion this action of the Treasurer was approved.

By invitation, Mr. Charles M. Robinson, Architect, of Richmond, Va. Appeared before the Board and presented for consideration by the Board, plans and specifications for the proposed new (second) Dormitory and the same being favorable considered, the motion of Mr. Weaver that advertisement be made by the Board twice a week for two weeks in local newspapers for bids for the construction of said dormitory in accordance with said plans and specifications, with the right of the Board to reject any and all such bids, was adopted. On motion of Mr. Oliver it was further ordered that all bids should be filed by 4 o'clock P. M. of Tuesday the 12<sup>th</sup> day of April 1910 and that each bidder be requested to indicate what difference, if any, there would be in the amount of such bid for completion of the contract of construction by the 20<sup>th</sup> day of September 1910 instead of Dec. 20<sup>th</sup> 1910 and it was further ordered that there shall be

required of any person to whom the contrast of constructing said building is awarded, a bond with satisfactory security in the penalty of \$10,000, for the faithful compliance with such contract.

On motion Messrs. Keezle, Moore, Weaver, and Conrad were appointed a committee to audit the accounts of the Treasurer and President Burruss to March 1<sup>st</sup> 1910.

The following items of expense of this meeting of the Board were allowed and the Secretary directed to draw orders on the Treasurer for payment of same, namely, F. W. Weaver \$5.85, F. W. King \$8.20, Frank Moore \$5.20, W. J. Oliver \$8.70.

On motion the meeting adjourned until 4 o'clock p.m. of April 12<sup>th</sup> 1910.

Geo. N. Conrad Secretary

Science Hall. April 12<sup>th</sup> 1910 – 4 p.m.

At a meeting of the Board of Trustees this day held pursuant to adjournment, there were present Chairman Keezell, Members, Stone, Early, Oliver, Moore, Weaver, Carpenter, and Conrad. There were also present President Burruss Architect Robinson and representatives of the various contractors by whom bids had been filed for the building of the new or No. 2 Dormitory.

The minutes of the last meeting were read and approved. On motion the bids filed for building No. 2 Dormitory were opened and read in the presence of the bidders or their representatives. Said bids were found to be as follows:

- (1) Travel Sash & Door Co. \$32,097.27 to complete by Sept. 20th-1910 \$31,197.27 completion Dec 10/10
- (2) Geo. Leigh & // \\. \$32,554 “ “ “ “ “ “ \$30,304 “ “ “ “
- (3) W<sup>M</sup> M. Bucker & Son \$ “ “ “ Dec 20/10 \$28,450 “ “ “ “
- (4) D.J. Phipps \$32,754 “ “ “ Nov. 20/10 \$32,700 “ “ “ “
- (5) J.S. Heatwole & Co. \$29,662.86 “ “ “ Sept 20/10 \$29,622.86 “ “ “ “
- (6) Charlottesville Lumber Co. \$34,000. “ “ “ “ “ “ \$32,987 “ “ “ “

On motion of Mr. Oliver the Board then went into executive session to consider and take action upon said bids.

Mr. Weaver moved that it be declared the policy of the Board that we build the new Dormitory in accordance with the plans and specifications of Architect Robinson and

Page 33 Continued

that by reason of the large expenditure thus made necessary President Burruss be requested to make special effort to curtail expenses of maintenance as fas[t] as possible and that the Board proceed immediately to award the contract for the

the erection of Dormatory No. 2, which motion was adopted.

Mr. Stone moved that all bids except that of W. M. Bucker & Son be rejected and that the checks for \$500 each filed with each bid be returned to said bidders by Architect Robinson, and that the contract for building Dormitory No. 2 be awarded to W. M. Bucker & Son, they being the lowest bidders, at \$28,450.00 for completion of the building by Dec. 20<sup>th</sup> 1910, and that Architect Robinson prepare plans and specifications upon which said bid was made and accepted. Upon this motion those voting aye were Messrs. Keezell, Oliver, Early, Moore, Stone, Carpenter, Weaver and Conrad. Those voting no were, none.

Upon motion, adopted by the following vote, ayes, Keezell, Weaver, Stone, Early, Moore, Carpenter, Oliver and Conrad, noes, none, the Chairman was directed to appointed building Committee with general supervisory powers in connection with the building of the new dormitory and to have full authority in the matter of plans and specifications, advertising for bids and awarding contracts for all heating, lighting, and plumbing for said dormitory, provided that the aggregate of amounts of contracts to be awarded by said committee for such heating, lighting, and plumbing shall not exceed \$5000.00

{omit see post p-37}

The Chairman appointed as such Building Committee Messrs. Burruss (Chairman) Carpenter, Keezle, Moore, Weaver, and Conrad.

The Committee appointed at the meeting held March 23<sup>d</sup> 1910 to audit the accounts of the Treasurer of the Board and of President Burruss submitted the following report –

School for Women at Harrisonburg,

Your Committee appointed to examine and audit the accounts of President Burruss and Treasurer E. W. Carpenter by leave to report that they met at the Normal School building on April 11<sup>th</sup> and carefully examined the vouchers and accounts of President Burruss which were found correct and in proper form, vouchers being presented for all warrants issued. The warrants issued by President Burruss prior to March 1<sup>st</sup> 1910 aggregate \$36,851.87. President Burruss presented itemized statements of all monies received by him and receipts of Treasurer Carpenter for sums turned over to him. Report of President Burruss is herewith filed and

is found correct and made a part of this report. Committee also examined and audited accounts of Treasurer Carpenter which were found correct, the only discrepancy being that there was an apparent Balance of \$2.60 more in the hands of the Treasurer than warrants indicated there should be. A discrepancy of \$1.25 appeared in the totals of warrants issued by the President and paid by the Treasurer, the Treasurers vouchers being for \$36,853.12, Presidents warrants \$36,851.87. Treasurers statement herewith filed is made a part of this report X The President's settlement are X Certain warrants not yet presented, a memorandum of which is here filed.

Geo. B. Keezell  
Frank Moore  
F. W. Weaver

[[The following document is inserted into the ledger book]]

FINANCIAL STATEMENT  
OF THE PRESIDENT OF THE STATE NORMAL AND INDUSTRIAL SCHOOL  
FOR WOMEN, AT HARRISONBURG, VIRGINIA FOR THE TWO YEARS  
ENDING FEBRUARY 28, 1910.

-0-

Warrants on the Treasurer of the Board of Trustees issued by the President of the  
School:—

School Department: --

Expenses of the Board of Trustees:	\$85.45	
Salaries of School Employees:	7,578.62	
Traveling Expenses of President and Assistants:	418.11	
Stationery, Printing and Advertising:	587.89	
Miscellaneous Office Expenses:	383.15	
Insurance on Buildings and Contents	870.95	
Buildings:	5,492.30	
Grounds:	1,413.20	
Equipment:	9,401.75	
Fuel, Lights, Power and Water	986.25	
School Supplies:	2,776.80	
Training Schools:	<u>405.64</u>	
		\$30,400.11

Page 35 continued

Boarding Department: --

Salaries of Employees:	971.50	
Laundry:	1,154.50	
Equipment:	23.15	
Table Supplies:	3,418.28	
Fuel, Lights, Power and Water:	576.95	
General Supplies:	63.65	
Room Rent:	<u>243.75</u>	
		<u>6,451.76</u>
		<u>\$36,851.87</u>

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

<u>For: -</u>	<u>Amounts of Received: -</u>	<u>Amounts Remitted: -</u>
Tuition:	\$209.00	\$209.00
Board:	6,859.83	6,522.83
Supplies:	2,087.10	2,001.26
Expenses of Board Of Trustees (rebate)	<u>5.00</u>	<u>5.00</u>
	\$9,160.93	\$8,738.09

Amount owing to Treasurer of the Board of Trustees: -

For Board:	\$337.00
For Supplies:	<u>85.84</u>
	\$422.84

---

President of the State Normal  
And Industrial School for Women

Harrisonburg, Va., April 12, 1910.



The Treasurer's statement referred to in forgoing report of the auditing Committee is as follows.

State Normal and Industrial School for Women at Harrisonburg  
Settlement of E. W. Carpenter Treasurer of Board of Trustees up to and Including April 11/10.

To received from State of Virginia, first appropriation	\$65,000.
“ “ “ County of Rockingham	10,000.
“ “ “ Town Of Harrisonburg	5,000.
“ “ “ State of Virginia, second appropriation	30,000.
“ “ “ “ “ on maintenance	4,166.66
“ “ “ Prof. Julian A. Burruss	11,249.50
“ “ “ Note Discounted	24,500 –
“ “ “ “ “	2,985 –
“ “ “ W. L. Deckert (rebate on Ins.) and J.A. Messick (pasture)	<u>125.29</u>
	\$153,026.45

By warrants paid – issued by Board of Trustees	\$76,887.38
“ “ “ “ “ President Burruss	43,513.51
“ Note “ in Bank	28,000.
“ additional discount paid	19.17
“ Balance in First National Bank	2512.67
“ “ “ Rockingham “ “	<u>2106.32</u> \$153.029.05

The warrants referred to in the foregoing report of the committee as having been included in the statement of President Burruss but which had not been presented to the Treasurer for payment at the date of said report are as follows; No. 502, 600, 613, 615, 624, 646, 685, 693, 701, 705, 708, 709, 710, 712, 713, 714, 715, 716, 719, 720, 729, 733, 750, 752, 763, 769, 770.

On motion the report of the auditing Committee was approved and ordered to be recorded and said Committee was continued with directions to audit the accounts of President Burruss from March 1<sup>st</sup> 1910 and of Treasurer Carpenter from April 11<sup>th</sup> 1910 to the date of the annual meeting of the Board in June and to make report to the Board at that meeting.

A committee of the Rockingham Memorial Hospital having indicated a desire to have a committee appointed by this Board to confer with a Committee from the Trustees of said Hospital with respect to the probable extent the Normal School would utilize said Hospital and as to terms of agreement in regard to same, on motion, Messrs. Burruss, Carpenter, Keezell and Conrad were appointed as such Committee.

Page 36 Continued

On motion the Secretary was directed to address to the Town Council of Harrisonburg a request on behalf of the Board, that the concrete pavement in course of construction on the East side of South Main Street be extended along the front of the Normal School grounds

from the Smythe property to the present driveway entrance to said grounds near the C. & W. railroad crossing, on the condition that if the Town will so construct said sidewalk at its own expense, the present stone fence on the Normal School grounds along said line may be taken by the Town together with a sufficient strip off of the Normal School grounds at that point to make the street equal in width with the present increased width in front of the Smythe and [Sprunkel?] properties.

Messrs. Burruss, Carpenter, and Conrad were appointed a //s\ Committee to endeavor to have installed by the Town of Harrisonburg a fire plug or fire plugs proximate to the Normal School street lights between said buildings and South Main Street along the present plank walk.

On motion the chairman appointed Messrs. Burruss, Carpenter, Keezle, Moore, Weaver and Conrad as a Building Committee for the new Dormitory with like duties and authority as was given to and exercised by a like authority as was given to and exercised by a like Committee when Science Hall and Dormitory No. 1 were built and with special authority to consider such bids as may be made and to let to contract the heating, lighting and plumbing for the new Dormitory provided that such heating lighting, and plumbing shall be in accordance with specification to be supplied by Architect Robinson and that the aggregate supplied by cost of such heating lighting and plumbing work shall not exceed the sum of Five Thousand Dollars.

President Burruss having been requested to present to this meeting of the Board a Budget for maintenance of the School for the years 1911 and 1912, in order to the better enable the Board to determine as to building Dormitory No.2 at this time, presented the following

Estimate for the year ending Feb. 28-1911.

<u>Buildings-</u>	Stable and barn	\$1000.	
	Addition to Laundry Building	500.	
	Painting and repairing cottage	150.	
	Additions and repairs to Science Hall & Dormitory	<u>150</u>	\$1800.00
<u>Grounds-</u>	Labor and Supplies	\$1000.	
	Wagon	70.	
	Harness	30.	
	2 Horses	400.	
	Plows, Harrows, Roller and other implements	125.	
	Trees and Shrubbery	100.	
	Walkways, Drives, Fences, Lights on grounds [+c] etc.?	<u>400.</u>	
			\$2125.00

Estimates for year ending Feb. 29.1912

<u>Buildings-</u>	Servants House	\$1000.	
	Repairs, additions [+c] to buildings	<u>300.</u>	
\$1300.00			
<u>Grounds-</u>	Labor and supplies	\$1500.	
	Implements [+c.]	100.	
	Trees and Shrubbery	100.	
	Walkways, Drives, Fences [+c.]	<u>200.</u>	\$1900.00

[[The following salaries and budgets are typed and pasted into the ledger]]

## Salaries For The Year Ending February 28, 1911.

-0-

	Mch.	Apr. -Jun.	Jul.-Sep.	Oct.-Feb.	Total.
J. A. Burruss, Pres.	\$208.33	\$625.03	\$624.99	\$1041.65	\$2,500.00
C.J. Heatwole, Ed.	200.00	600.00		1000.00	1,800.00
J.W. Wayland, Hist.	133.33	400.02		833.30	1,366.65
E.P. Cleveland, Eng.	133.33	400.02		666.65	1,200.00
N. Lancaster, Math.	111.11	333.34		555.00	1,000.00
Y.S. Shoninger, S.T.	111.11	333.34		625.00	1,069.45
A.E. Loose, Phy. Ed.	77.77	233.38		500.00	811.15
H.G. King, Geog., R.A.	100.00	300.00		500.00	900.00
S.F., Sale, Hous. A.,	100.00	300.00		500.00	900.00
M.A. Speck, Man'l A.	33.33	100.02		250.00	[383.33]
L.P. Cleveland, Mis.	25.00	75.00		125.00	225.00
E.M. Harrington, Kgtn.,		233.38		555.55	788.93
A.V. Cleveland, Asst. Eng.	14.00	42.00		70.00	126.00
C.H. Lawson, Asst. Math	7.00	21.00		100.00	128.00
Assistant in Phy. Ed.	9.50	28.50		70.00	108.00
“ “ Hous. A.,				100.00	100.00
“ “ Library,	9.50	28.50		50.00	88.00
“ “ “	7.00	21.00		35.00	63.00
“ “ “	7.00	21.00		35.00	63.00
“ “ “	7.00	21.00		35.00	63.00
“ “ Office	7.00	21.00	60.00	35.00	123.00
P.S. Roller, Sup. Grds.	50.00	150.00	150.00	300.00	650.00
M.I. Bell, Registrar,	65.00	195.00	195.00	325.00	780.00

Book-keeper and Cashr.	100.00	120.00	200.00	420.00
------------------------	--------	--------	--------	--------

Page 38 Continued

W.J. Oakley, Night-man	30.00	99.00	90.00	150.00	369.00
Janitors of Sc. Hall,		150.00	150.00	250.00	550.00
Train'g Sch. Teachers, &c.				<u>1,000.00</u>	<u>1,000.00</u>
	1,446.31	\$4,831.53	\$1,389.99	\$9,907.70	\$17,575.53

Budget for the Year Ending February 29, 1912.

-0-

Estimates

[Expenses] of Board of Trustees	\$ 400.00
Salaries of School Employees	19,856.00
Traveling Expenses of President and Ass'ts	300.00
Stationary, Printing, and Advertising,	900.00
Miscellaneous Office Expenses	400.00
Buildings (not including new dormitory)	1,300.00
Grounds, improvements and care	1,900.00
Equipment (not including new dormitory)	500.00
Fuel, Lights, Power, and Water	1,200.00
Supplies for School Department	400.00
Training Schools, miscellaneous equipment, supplies, etc.	300.00
Library, additions, magazine subscriptions and equipment	200.00
Summer School (quarter ), Supplementing tuition and outside aid	<u>800.00</u>
	\$28,456.00

## Budget For The Year Ending February 28, 1911.

0-0

	<u>Due Feb. 28, 1910</u> <u>But not paid.</u>	<u>Estimates for</u> <u>the new year.</u>	<u>Total.</u>
Expenses of Board of Trustees -----		\$400.00 ----	\$400.00
Salaries of School Employees -----		17575.53 ----	17575.53
Traveling Expenses of President and Assistants -----	\$19.01 ---	280.99 -----	300.00
Stationary, Printing and Advertising -----	97.00 ---	803.00 -----	900.00
Miscellaneous Office Expenses -----		400.00 -----	400.00
Insurance on new dormitory Building and equipment, \$30,000 at \$19.50 -----		585.00 -----	585.00
Buildings ( not including new Dormitory ) -----	3621.65 ----	1800.00 -----	5421.63
Grounds, Improvements and care -----	1.50 ----	2125.00 -----	2126.50
Equipment ( not including new dormitory ) -----	400.03 ----	1000.00 -----	1400.03
Fuel, Lights, Power and Water	11.40 -----	1188.60 -----	1200.00
Supplies for School Dep't --		400.00 -----	400.00
Training Schools, Miscellaneous equipment, supplies, etc -----		300.00 -----	300.00

Page 39 Continued

Library, additions, magazine sub- scriptions and miscellaneous equip- ment -----	-----	200.00	-----	200.00
Summer Quarter (supplementing Tuition and outside aid) ---	-----	<u>800.00</u>	-----	<u>800.00</u>
	\$4,150.57	\$27,858.12		\$32,008.69

Mr. Stone moved that the Budget as presented be approved, except as follows, that the allowance for Buildings for the year 1911 be made \$800.00 instead of \$1800.00, that under the item of Grounds for the year 1911 the allowance be made \$1325.00 instead of \$2125.00, that under the items of Grounds for the year 1912 the allowance be \$1400.00 instead of \$1900.00, that the item of \$1000.00 for servants house in the estimate for the year 1912 be eliminated and that the item of \$585.00 for Insurance in 1911 on new dormitory be eliminated. This motion was carried by the following

vote, Ayes, Keezle, Carpenter, Stone, Oliver, Early, Moore, Weaver, and Conrad. Noes. None.

On motion of Mr. Oliver, President Burruss was requested to endeavor to save \$500.00 to \$1000.00 out of the estimates made for 1911 and 1912 so far as he may be able to do so in reducing the cost of Equipment below \$4500.

The following items of expense attending this meeting of the Board were ordered to be paid. F. W. Weaver \$6.85, Walter T. Oliver \$17.90, N. B. Early \$9.50, Ormond Stone \$5.35, Frank Moore \$7.95, Geo. B. Keezell \$3.50.

Atteste

Geo. M. Conrad Secty.

Harrisonburg, Va June 14<sup>th</sup> 1910.

At a meeting of the Board of Trustees this day held there were present- Chairman Keezell, Members, Moore, Weaver, Oliver, Stone, Pettit, Carpenter and Conrad.

Minutes of the last meeting were read and approved.

The Committee appointed at the last meeting to request the town of Harrisonburg to put a fire plug on the grounds of the School and to place a light or lights at the present entrance of the walkway to the grounds reported that the town had complied with both requests.

The Secretary reported that he had communicated to the Council of the Town the request of the Board for the extension of the cement walk on the East-side of South Main Street and that the matter had been referred to the Street Committee of the Town for action.

On motion the budget or estimates of expenses of the School which were submitted to the Board by President Burruss at the meeting of the Board April 12<sup>th</sup> 1910 and recorded in the minutes of that meeting were approved and adopted for the year ending February 29, 1911 subject to //subject\\ to the exceptions set forth in the motion of Mr. Stone shown in the minutes of April 12<sup>th</sup>, 1910. Those voting in favor of such approval of said budget were Keezell, Carpenter, Stone, Weaver, Moore, Pettit, Oliver + Conrad. Noes, none.

The Committee appointed to confer with a Committee of the Rockingham Memorial Hospital relative to suitable accommodations being provided, for when the Hospital is built, for students of the school who may become sick or in need of care of physicians reported that the result



of the conference was set forth in the following letter from the secretary of the hospital board.

Harrisonburg Va May 24<sup>th</sup> 1910

Dr. J. A. Burruss President – State Normal School  
Harrisonburg, 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 keep and to cooperate 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.

Very respectfully,  
Hospital Board  
per J. M. Birdlen, Secty.

On motion the committee formerly appointed for 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 23<sup>rd</sup> 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 11<sup>th</sup> 1910 and June 10<sup>th</sup> 1910 inclusive, and latter from March 1<sup>st</sup> 1910 to June 10<sup>th</sup> 1910 inclusive, and have found the same to be correct and the disbursements supported by proper vouchers which said accounts are here to attached. Your committee also begs leave to report that adding the warrants issued by the Board and the President up to and including the February 28<sup>th</sup> 1910 as shown in the statement of the President in his settlement of April 11<sup>th</sup> 1910 to the amount

included in the statement of June 10<sup>th</sup> 1910 inclusive, as issued by the President and Board, amount to the sum of \$160,097.41; that the warrant paid by the Treasurer prior to and including April 11<sup>th</sup> 1910 as shown in settlement of that date and the warrant 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. Keezell  
 F.W. Weaver  
 Frank Moore

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

[[The following statement was typed and inserted into the ledger book]]

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	
Stationary, 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 . . . . .	867.22	
Training Supplies . . . . .	84.77	\$12,164.49

Boarding Department:

Salaries of Employees . . . . .	\$ 756.00	
---------------------------------	-----------	--

Laundry . . . . .	1,074.00	
Equipment . . . . .	103.13	
Table Supplies . . . . .	3,634.99	
Fuel, Lights, Power and Water . . . . .	213.38	
Room Rent . . . . .	<u>352.00</u>	<u>\$ 6,133.50</u>
		\$18,297.99
		{{(check) ok}}

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 . . . . .	<u>795.25</u>	<u>857.59</u>
	\$ 6, 414.01 {{(check) ok}}	\$ 6, 211.38

<u>Balance due Treasurer at last settlement:</u>	<u>Amt. Owing Treasurer:</u>
Board . . . . .	Board . . . . .
337.00	601.97
Supplies . . . . .	Supplies . . . . .
<u>35.84</u>	<u>23.50</u>
\$6, 836.83	\$6,836.85

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

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

1910 – State Normal and Industrial School –  
 Statement of E.W. Carpenter Treasurer of the Board from April 11<sup>th</sup> to June 11<sup>th</sup> inclusive.

To Balance on hand as per last statement	\$4618.99	
“ Amount Received from Sate of Virginia	4466.66	
“ “ “ “ President Burruss	<u>3724.97</u>	\$12510.62
By amt. of warrants paid for the Board	\$51.05	
“ “ “ “ “ “ “ President	\$10,913.39	
“ “ Cash in Bank	<u>1,546.18</u>	\$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. Keezell, Vice President – F. W. King, Treasurer – E. W. Carpenter,  
 Secretary – Geo. N. Conrad.

The salary of E.W. Carpenter X as Treasurer X for the past two years was fixed at \$100.00 per year and the Secretary was directed to issued 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 the 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 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. Keezell, Geo. N. Conrad, E. W. Carpenter, J.D Eggleston Jr., and F.W. Weaver

Instruction – Ormond Stone, F. W. King, Walter T. Oliver, J.D. Eggleston Gr. and Frank Moore

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

Finance -- Walter. T. Oliver, G. B. Keezell, F. W. King, Frank Moore, and F.W. Weaver

The following resolution was offered by Mr. Weaver,  
Resolved that Article XVIII of the By Laws 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 adopted by unanimous vote.

By unanimous vote Articles 3, 16, and 12 of the By Laws 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 XIII 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 14<sup>th</sup> day of March and the 14<sup>th</sup> 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 //June\\ 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.

Atteste

Geo. N. Conrad, Secretary

Science Hall, Harrisonburg, Va, Sept. 30<sup>th</sup> 1910-

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

The minutes of the last meeting were read and approved. Chairman Keezell 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. In 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, S.P. Longworth & Co. \$4637.00, Thomas & Co. \$3500.40, York Eng'g. Co. \$3816.00, For Lighting York Eng'g CO. \$1130.00, Furr Bros. \$1118.00, Shenandoah Electric Co. \$787.00 , and For Plumbing – J.S. 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 the Board.

It appearing to the Board that warrant No. 154, issued by the Secretary to D.N. Washington for the use of E.S. Carpenter, has 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 & Son that the work on Dormitory No. 2 has not made satisfactory progress and

that the Board urges the importance of pushing said work forward more rapidly. Mr. Oliver moved that the order of the Board at the meeting of June 14<sup>th</sup> 1910 as to the Finance Committee executing for X discount, obligations, be received and X that the members of the Board present at this meeting execute, for discount, a note for \$20,000.00 payable on or before March 15<sup>th</sup> 1911 and that they execute for the same purpose a note for such additional sum, not exceeding \$15, 000.00, as may be found necessary by the Building Committee in charge of Dormitory No. 2 and that out of the proceeds of the \$20,000.00 note there be paid the two notes for \$3,000. and \$5,000. respectively which were executed by Messrs. Keezell, Carpenter and Conrad and which have been discounted by the Rockingham National Bank of Harrisonburg and placed to the credit of the Treasurer of the Board and paid out for work on Dormitory No. 2, and that the remainder of the proceeds from the discount of said \$20,000.00 and the proceeds from such additional note (not to exceed \$15,000.) as may be executed, shall be used in paying for the construction of Dormitory No. 2 and equipping same and that to the payment of such notes as may be execute under this motion the appropriation of the Legislature of Virginia at the session of 1910 for the building and equipping of said Dormitory, be and is hereby expressly dedicated. Upon this motion those voting aye were Chairman Keezell, Members Weaver, Stone, Moore, Carpenter, Oliver and Conrad. Noes, none.

The report of E.W. Carpenter, Treasurer of the Board, was presented to the Board as follows.

September 30 <sup>th</sup> 1910	
State Normal and Industrial School for Women	
Statement of E.W. Carpenter Treas. Of the Board from June 11 <sup>th</sup> to Sept. 30 <sup>th</sup> Inc.	
To Balance as per last statement	\$1544.30
“ Received from Julian A. Burruss	5032.41
“ Received for Maintenance July, Aug. & Sept.	6249.99
“ Received from Discount Rockingham Bank	<u>12910.00</u>
	\$25,736.70
By warrants paid by order of the Board and Note of \$5000.	\$14,283.25
“ “ “ “ “ “ “ President	10,887.59
“ Balance in First National Bank	68.08
“ Balance in Rockingham Bank	<u>516.18</u>
	\$25,755.10

Upon examination of this report by the Auditing Committee it appeared that there was an error in the credit item of “Warrants paid by order of the President, \$10,887.59,” which item should have been only \$10,860.58 or \$27.01 less than the amount for which the Treasurer had taken credit, and therefore that the total of the credit items should have been \$27, 728.09 instead of \$20, 755.10, thus leaving \$8.61 unaccounted for by the Treasurer in his report. The error of \$27.00 appeared to be due to a mistake made Xby the TreasurerX in transposition of figures from the

footing in adding one column of figures to the heading of the next column. Other than the corrections herein referred to the Treasurer's statement was found correct and after and subject to said corrections was approved.

The report of the President Julian A. Burruss from June 11<sup>th</sup> 1910 to September 14<sup>th</sup> 1910 inclusive was submitted and was as follows:

[[Page inserted into ledger book]]

FINANCIAL STATEMENT OF THE PRESIDENT  
OF THE STATE NORMAL AND INDUSTRIAL SCHOOL FOR WOMEN AT  
HARRISONBURG, 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	
Stationary, 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 . . . . .	<u>907.82</u>	\$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 . . . . .	<u>223.00</u>	\$3,553.64
		\$9,897.08

[[Check written in margin next to last sum]]

Page 47 continued



\* \* \* \* \*

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
	[[Check written in margin next to last sum]]	
Board .....	3, 347.92 .....	3, 949.89
	[[Check written in margin next to last sum]]	
Supplies .....	<u>705.22</u> .....	<u>600.52</u>
	\$4, 535.14	\$5, 032.41
	[[Check written in margin next to last sum]]	

<u>Balance due Treas. at</u> <u>Last settlement:</u>	<u>Amount owing</u> <u>Treasurer:</u>
Board .....	
Supplies .....	Supplies . . . .
	<u>128.20</u>
\$5, 160.61	\$5, 160.61

(Signature of Julian 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 and ordered to be recorded. The following allowances were ordered to be paid members of the Board for expenses of attendance: Walter T. Oliver \$8.85, F.W. Weaver \$5.85, Ormond Stone \$4.80, G.W. Keezel \$3.55, Frank Moore \$9.70. On motion the meeting adjourned.

Geo. N. Conrad Sect'y.

Science Hall, March 28<sup>th</sup>, 1911.

At a meeting of the Board held this day in accordance with Article 16 of the By Laws there were present Chairman Geo. B. Keezell, Messrs. King, Early, Oliver, Moore, Petit, Stone, Carpenter and Conrad and President Julian A. Burruss.

The Election of officers for one year from this date, as provided by Article 3 of the By Laws (as amended) was held and resulted as follows, President – Geo. B. Keezell, 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. Keezell, Geo. N. Conrad, E.W. Carpenter, J. N. Eggleston Jr. and F. W. Weaver.

Finance Committee – Walter T. Oliver, Geo. B. Keezell, F. W. King, Frank Moore and F.W. Weaver.

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

On Grounds and Buildings -- N. B. Early, W. W. Carpenter, Geo. N. Conrad, Dr. J. N. Petit 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 this Board 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 the board for students from \$14.00 per month to \$15.00 when it seemed to him advisable to do so.

Chairman Keezell reported to the Board that note for \$20,000.00 referred to in the minutes of the meeting of Sept. 30<sup>th</sup> 1910, has been paid and that a note for \$10,000 had been executed payable March 30<sup>th</sup> 1911 which would soon be paid and that a temporary loan of \$6000. had been obtained from bank on the endorsements of Messrs. Keezell, Carpenter, and Conrad toward the payment of which latter note there will be available \$5000 which is to be paid by the Auditor of this State on or about May 1<sup>st</sup>, 1911 be applied toward the payment of the \$600.00 note signed by Messrs. Keezell, Carpenter and Conrad and that the balance of the said \$600. note be paid out of the loan secured Under

the resolution of Mr. King next here below following, which motion of Mr. Oliver was carried by the following vote; ayes Keezell, King, Early, Oliver, Moore, Petit, Stone, Carpenter Conrad. Noes, 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 on 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, Keezell, King, Early, Oliver, Moore, Petit, Stone, Carpenter & Conrad. Noes, none.

A Committee consisting of Messrs. Keezell, Carpenter & Conrad and President Burruss was appointed with instructions to secure insurance of not-exceeding \$8000. on the contents of those building and such insurance as in the judgment if advisable on other property of the school, not exceeding \$3500. however. Said Committee was also directed to endeavor to secure from the town of Harrisonburg, reduction in the present rates for elective 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 has before it, the report, of the President Burruss for the past year, which reports 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 cooperated, 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 Board from Oct. 1<sup>st</sup> 1910 to March 27<sup>th</sup> 1911 inclusive was presented to the Board. The summary of which report was as follows.

Balance on hand last settlement	\$516.18
Receipts by Treasurer since last settlement	<u>81227.92</u>
Total receipts	\$81744.10
Total disbursements	<u>81566.24</u>
Balance on hand	\$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 hand at last settlement to have been correct.

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

[[Report inserted as separate page below]]

FINANCIAL STATEMENT OF THE PRESIDENT  
OF THE STATE NORMAL AND INDUSTRIAL SCHOOL FOR WOMEN AT  
HARRISONBURG, 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 . . . . .	762.73	
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 . . . . .	<u>51.93</u>	\$18,042.52

Boarding Department:

Salaries of Employees . . . . .	\$1,118.50	
Laundry . . . . .	1,118.62	
Permanent Equipment . . . . .	82.23	
Table Supplies . . . . .	4,731.98	
Fuel, Lights, Power and Water . . . . .	603.78	
Temporary Supplies . . . . .	28.96	
Room Rent . . . . .	<u>486.67</u>	<u>\$8,237.74</u>
		\$26,280.26

[[Check Mark in Margin after last total]]

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

Amounts Received:

Amounts Remitted:

Balance due Treas-  
urer at last settle-  
ment for Supplies . . . . . \$128.20

Recd. Since last settlement:

Tuition . . . . .	\$ 103.00	\$ 103.00
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 . . . . .	<u>1,000.00</u>	<u>1,000.00</u>
	<u>\$12,077.58</u>	<u>\$12,205.78</u>
	\$12,205.78	\$12,205.78

[[A check mark follows directly  
after each of the last two totals.]]

Julian A. Burruss [[Signature]]  
PRESIDENT, STATE NORMAL AND  
INDUSTRIAL SCHOOL FOR WOMEN.

[[Handwriting is found on the back of this inserted report, however due to the way it was  
pasted into the book, it is impossible to read the entire statement.]]

The following allowances were ordered to be paid to members of the Board for expenses in attending this meeting, Walter T. Oliver \$10.40, J.A. Petit \$11.50, N.B. Early, Jr. \$11.50, F.W. King \$8.85, Ormond Stone \$6.64, Frank Moore \$4.50, Geo. B. Keezell \$2.25.

On motion the meeting adjourned.

Geo. N. Conrad Secretary.

Science Hall, State Normal School,  
Harrisonburg, Va, Nov.15, 1911.

At a meeting of the Board of Trustees held this day beginning at 4:15 p.m., the following members were present: Chairman Keezell, Messrs. Conrad, Moore, Weaver, King, Oliver, stone, Egglestone, and the Secretary.

The minutes of the last meeting (March 28, 1911) were read and approved.

Former Secretary Conrad explained the matter of the discrepancy in the settlement of the former Treasurer as recorded in the minutes of the last meeting. Whereupon, MR. Oliver offered the following resolutions: "Whereas, it is desirable that a final settlement be had with former Treasurer, Mr. E. W. Carpenter, and

Whereas, it appears that the said Mr. E. W. Carpenter, former Treasurer of the Board is, according to the record of the minutes of the Board, indebted to the Board to the amount of \$76.69, owing 1.) to an error of \$68.08 in the Treasurer's Settlement under date of Mch. 27, 1911, which is the amount of a balance then in the 1<sup>st</sup> National Bank and which was not included in his report of Mch. 27, 1911, but had been included in his next preceding report, of Sep, 30, 1910; and 2.) to an error of \$8.61 and explained in the minutes of Sept. 30, 1910, and,

Whereas, the Board is indebted to the said MR. E. W. Carpenter, on account of salary remaining unpaid, to the amount of \$98.96,

Therefore, Be it resolved, that a warrant be drawn in his favor for the amount of the balance, namely, \$22.27.

These resolutions, being seconded, were adopted by

the Board.

The Secretary reported that the bond of the Treasurer, Mr. Geo. N. Conrad, had been duly executed and the premium on same paid as ordered by the Board.

The special committee appointed, at the last meeting to re-adjust the insurance carried by the Trustees on the property of the school, reported that the same had been adjusted as directed by the Board, as follows:

Science Hall --	\$20,000;	Contracts of same,	\$3,000.
Dormitory #1 --	17,000;	“ “ “	2,500.
“ #2 --	23,000;	“ “ “	2,500.
Cottage, -----	1,500;	“ “ “	500.
Servants' House	400;	“ “ “	100.
Laundry	300;	“ “ “	700.

[[Large Bracket appears along left margin to connect the aforementioned fees.]]

Total Insurance: \$71,500.00, of which amount \$35,000 will expire Oct. 1, 1914 and \$36,500 will expire July 24, 1916.

The re-adjustment thus made required a payment of \$134.00 as balance due for premiums.

Mr. Oliver moved that the report be accepted and the motion bring recorded was adopted.

The President of the school submitted a report covering the period from the last meeting of the Board to date, and setting forth the needs of the institution for the coming two years. After discussion it was declared to be the sense of the Board that the requests to the General Assembly of 1912 be based on this report and include the items as therein contained.

Upon motion of Supt. Eggleston, the chair appointed a committee of three members, namely, Messrs. King, Moore and Keezell, to present the needs of the institution to the General Assembly.

Upon motion of Prof. Stone, a committee of three members was appointed to draft resolutions concerning the death of Dr. James A. Pettit, a member of the Board of Trustees. The chair appointed Messrs. Stone, King and Weaver.

The financial report of the school from March 1, 1911 to September 14, 1911, inclusive was submitted by the President and referred to the Auditing Committee. After an examination of the books and vouchers of the President and a verification of the report, Messrs. King and Weaver reported the same as correct. The report was as follows.

[[Report inserted as a separate page below.]]

FINANCIAL STATEMENT OF THE PRESIDENT  
OF THE STATE NORMAL AND INDUSTRIAL SCHOOL FOR WOMEN AT  
HARRISONBURG, VA., from MARCH 1, 1911, to SEPTEMBER 14, 1911, inclusive.

---

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

School Department:

Salaries of School Employees .....	\$ 8, 542.02	
Traveling Expenses of President and Assistants .....	164.31	
Stationary, Printing, Advertising .....	982.90	
Miscellaneous Office Expenses .....	469.02	
Buildings .....	352.34	
Building Repairs .....	112.33	
Grounds .....	828.48	
Equipment .....	3, 682.05	
Fuel, Lights, Power, Water .....	562.76	
Library .....	210.30	
Supplies .....	2, 323.91	
Summer Quarters .....	1, 725.02	
Training Schools .....	<u>17.05</u>	\$19, 982.49

Boarding Department:

Salaries of Employees .....	\$ 1, 638.50	
Laundry .....	1, 747.72	
Permanent Equipment .....	133.96	
Table Supplies .....	7, 452.87	
Fuel, Lights, Power, Water .....	1, 453.28	
General Supplies .....	56.00	
Room Rent .....	<u>514.17</u>	\$12, 886.50



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

Amounts Received:

For Tuition .....	\$ 1,354.00	
“ Board .....	13,652.54	
“ Supplies .....	1,612.62	
“ Grounds .....	<u>104.78</u>	\$16,723.94

Amounts Remitted:

For Tuition .....	\$ 1,315.00	
“ Board .....	12,873.01	
“ Supplies .....	1,318.28	
“ Grounds .....	<u>16.06</u>	
	\$15,522.35s	

Amount Owing to Treasurer ..... 1,201.59      \$16,723.94

[[The following Information is handwritten in lower margin]]

Credit due Pres. – of \$ 0.10

F.W. King

} Con.

F.W. Weaver

Julian A Burruss

PRESIDENT, STATE NORMAL AND  
INDUSTRIAL SCHOOL FOR WOMEN

[[The following is handwritten on the BOV book page that the report is pasted onto.]]

The same committee reported that it had audited the accounts of the secretary of the Board of Trustees and found the same correct as stated in the following report: --

[[Report inserted as a separate page below.]]

FINANCIAL STATEMENT OF THE SECRETARY OF THE  
BOARD OF TRUSTEES, FROM March 1, 1911, TO SEPTEMBER 14, 1911.

WARRANTS ISSUED ON THE TREASURER

<u>Number</u>	<u>To</u>	<u>For</u>	<u>Amount</u>
193	G. M. Robinson	Buildings	\$ 200.00
194	Thomas & Company	"	1, 875.80
195	Walter T. Oliver	Trustees' Mtg. Expens.	10.40
196	J. A. Pettit	"	11.50
197	N. B. Early, Jr.	"	11.50
198	F. W. King	"	8.85
199	Ormond Stone	"	6.64
200	Frank Moore	"	4.50
201	Geo. B. Keezell	"	2.25
202	Shenandoah Electric Co.	Buildings	387.00
203	Bucher & Son	"	5, 000.00
204	G. M. Robinson	"	200.00
{Cancelled}	// 205 E. W. Carpenter	Trustees' Expns. (Salary as Treas.)	79.17//
206	G. N. Conrad	Trustees' Expns. (Salary as Secty.)	100.00
207	Bucher & Son	Buildings	283.10
208	C. M. Robinson	"	149.21
209	Thomas & Co.	"	42.92
210	Shenandoah Electric Co.	"	89.66
211	Wm. H. Gardner	"	37.10

The above warrants are supported by Vouchers herewith submitted.

Respectfully Submitted,

Julian A Burruss

SECRETARY OF THE BOARD OF TRUSTEES

[[The following comments are handwritten at the bottom margin of the inserted report]]

O.K.

F.W. King  
F. W. Weaver } Com.

[[The following is handwritten on the BOV book page that the report is pasted onto, written below the report.]]

A committee consisting of Messrs. Moore and Stone, having examined the accounts of Treasurer Geo. N. Conrad reported the following as a correct statement: --

[[Statement inserted as a separate page below.]]

State Normal and Industrial School for Women at Harrisonburg.

Statement of Geo. N. Conrad, Treasurer of the Board, from March 29, 1911, to September 14, 1911, inclusive.

To amt. received of E.W. Carpenter, former Treasurer,	\$ 177.86
“ total amt. received from State of Virginia,	30, 000.00
“ “ “ “ “ J. A. Burruss, President,	14, 722.45
“ “ “ “ “ discount of notes in Rockingham Bank,	<u>12, 833.17</u>
	\$ 57, 733.48
By warrants of the Board, paid,	\$ 5, 094.63
“ {paid} “ J. A. Burruss, President	//28, 596.83//
	[[the following written above the last sum]] {28, 433.48}
“ notes paid	<u>\$25,500.00</u>
	//\$59191.46//
// “ amt. overdraft in Bank, //	//\$1,071.31//
	59,028.11
{To amt. due Treasurer to balance}	1,294.63
	<u>//1,457.98//</u>
	\$59,028.11 \$59,028.11
	<u>//59,191.46// //59,191.46//</u>
{Balance due Treasurer}	<u>//\$1457.98//</u>
	1,294.63

{The foregoing account examined and found to be correct,}  
{Nov. 15/11}

Frank Moore  
Ormond Stone

Page 55 Continued

[[The following is handwritten on the BOV book page that the report is pasted onto, written below the statement.]]

Upon motion the reports of the auditing committees were received and approved.

Upon motion of Prof. Stone, the President of the school was authorized to appoint a director of the summer school.

The meeting then adjourned.

Julian A. Burruss, Secretary

State Normal School,  
Harrisonburg, Va., March 22, 1912

At a meeting of the Board of Trustees held this day, beginning at 4:05 p.m., the following members were present: Messrs. Keezell, King, Conrad, Early, Stone, Weaver, Moore, and Byrd.

The minutes of the last meeting (Nov. 15, 1911) were read and approved.

The Secretary reported that he had settled the accounts of the former treasurer by issuing warrants as directed by resolutions adopted at the last meeting.

The committee appointed at the last meeting to represent the school before the General Assembly reported.

The committee appointed at the last meeting to draft resolutions concerning the death of Dr. James A. Pettit made the following report which was unanimously adopted by the Board: --

[[Report inserted as a separate page below.]]

#### IN MEMORIAM

Dr. James Alfred Pettit was born on his father's estate near Rosedale Post office, Nelson County, Virginia, July twentieth, eighteen hundred and seventy-five, and died at Lovingson, Virginia, September twenty-fifth, nineteen hundred and eleven. Having graduated in medicine at the University of Virginia, he married and entered upon the practice of his profession in the neighborhood in which he was born, and having inherited the old homestead, he continued to reside there until his death. He greatly enjoyed the out-door life which he led as a farmer and country physician, and especially his home life, for he was a devoted husband and father.

In spite of his youth – he was only thirty-six at the time of his death – his intelligence, his wisdom, his genial manner, and his kindly sympathy made him the friend and adviser of the whole community. He was a consistent member of the Methodist Church, and took an active interest in every effort for the moral and intellectual betterment of the neighborhood. At his funeral the esteem in which he was held was shown by a concourse greater than had been seen before in Nelson County on similar occasion.

There is every reason to believe that if he had lived he would have left a record of ever increasing usefulness and prominence in the affairs not only of the County but of the State.

The members of the Board of Trustees of the State Normal and Industrial School for Women , at Harrisonburg, desire to place on record a tribute of their warm affection for their former colleague and friend, and of their deep sense of personal loss, and an expression of sincere sympathy for his family in their great bereavement. It is therefore directed that this memorial be spread on the minutes of the Board of Trustees and a copy transmitted to his family.

The following officers were elected for the coming year. President, Geo. B. Keezell; Vice-President, F. W. King; Secretary, Julian A. Burruss; Treasurer, Geo. N. Conrad.

The President of the Board then appointed the same committees as of the preceding year. Mr. Byrd recently appointed to the Board, being assigned to membership on committees in place of Dr. Pettit.

The President of the school submitted his annual report together with a budget for the ensuing fiscal year and a tentative budget for the following year, as follows: --

[[Report inserted as a separate page below.]]

BUDGET FOR THE YEAR ENDING FEBRUARY 28, 1913

Expenses of Board of Trustees	\$	511.91
Salaries of Employees		23,271.37
Traveling Expenses of President and Assistants		465.45
Stationery, Printing, and Advertising		1, 479.38
Miscellaneous Office Expenses		683.23
Building Repairs		753.92
Grounds, improvement and care,		1, 443.55
Equipment, renewals and additions,		923.12
Fuel, Lights, Power, and Water		1, 611.53
Library, renewals and additions,		162.76
Summer Quarter (supplementing outside aid)		1, 000.00
Insurance (already paid)		134.00
Contingent Fund, for emergency expenses, etc.		<u>200.00</u>
Total for Maintenance,		\$32,640.22



To pay Bucher & Son for balance due on buildings	1,674.42
To build a stable,	<u>685.36</u>
	\$35,000.00

TENTATIVE BUDGET FOR THE YEAR ENDING FEBRUARY 28, 1914

---

Expenses of Board of Trustees	\$ 400.00
Salaries of Employees	24, 000.00
Traveling Expenses of President and Assistants	300.00
Stationery, Printing, and Advertising	1, 200.00
Miscellaneous Office Expenses	450.00
Building Repairs	500.00
Grounds, improvement and care	1, 400.00
Equipment, renewals, additions and to provide partially for new building,	2, 500.00
Fuel, Lights, Power, and Water	1, 650.00
Library, renewals and additions, providing for increase for new building,	1, 300.00
Summer Quarter (supplementing outside aid)	1, 000.00
Contingent Fund, for emergency expenses, etc.	<u>300.00</u>
	<u>\$35, 000.00</u>

After considerable discussion, Mr. King moved that the Budget for 1912-1913 be adopted as prepared by the President of the school, with the provision that the maintenance fund shall be credited by the amount of \$21, 359.78, which amount shall be charged to the building and improvement fund; the said amount being the difference between the estimates for maintenance for the year and the total appropriation of \$35,000 made by the General Assembly for this purpose, and which said amount is to be used during the coming year for building purposes. Upon roll call the motion prevailed by the following vote – Messrs. Keezell, King, Early, Stone, Conrad, Weaver, and Moore., aye; noes, none; Mr. Byrd, being absent at the time the vote was taken.

The Board then provided to audit the books and accounts of the President of the School, of the Secretary of the Board and of the Treasurer of the Board, as follows:

[[Report inserted as a separate page below.]]

FINANCIAL STATEMENT  
FROM SEPTEMBER 15, 1911, TO FEBRUARY 29, 1912.

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

School Department:

Salaries of School Employees .....	\$ 12, 312.10	
Traveling Expenses of President and Assistants .....	90.01	
Stationary, Printing, Advertising .....	386.08	
Miscellaneous Office Expenses .....	164.93	
Buildings .....	30.20	
Building Repairs .....	441.59	
Grounds .....	789.17	
Equipment .....	276.60	
Fuel, Lights, Power, Water .....	733.22	
Library .....	123.62	
School Supplies .....	2, 722.07	
Training Schools .....	447.66	\$18, 518.15

Boarding Department:

Salaries of Employees .....	\$ 1, 662.05
Laundry .....	1, 690.16
Repairs and Supplies .....	741.52

Table Supplies . . . . .	7, 535.85	
Fuel, Lights, Power, Water . . . . .	1, 358.82	
Room Rent . . . . .	<u>646.84</u>	<u>\$13, 635.23</u>
		\$32, 153.38

[[A checkmark in pencil appears in the right margin following the last figure.]]

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

Amount Due Treasurer Last Settlement . . . . . \$ 1, 201.49

[[Report inserted as a separate page below.]]

FINANCIAL STATEMENT OF THE SECRETARY OF THE BOARD OF TRUSTEES,  
SEPTEMBER 15, 1911 TO FEBRUARY 29, 1912.

Warrants Issued on the Treasurer:

<u>No.</u>	<u>To:</u>	<u>For:</u>	<u>Amount:</u>
212	Thomas Plumbing & Htg. Co.	Buildings (Contract)	\$630.80
213	W. L. Dechert Corporation,	Insurance	134.00
214	“	Exps. of Board (Bond)	100.00
215	W. T. Oliver	“	10.90
216	Floyd W. King	“	9.00
217	Frank Moore	“	4.75
218	F. W. Weaver	“	6.50
219	Ormond Stone	“	6.70
220	Geo. B. Keezell	“	2.50
221	“	“	.50
222	C. Grattan Price, a/c E.W. Carpenter,	“	<u>22.27</u>

[[A checkmark in pencil appears in the right margin following all of the last figures.]]

\$ 927.92

Respectfully submitted,

Julian A. Burruss

SECRETARY OF THE BOARD OF TRUS-  
TEES, STATE NOR. & IND. SCHOOL

[[The following comment is handwritten directly upon the report]]

March 21<sup>st</sup> 1912

Examined and found correct

[[Report inserted as a separate page below the first report.]]

REPORT OF GEO. N. CONRAD, TREASURER OF THE STATE NORMAL  
AND INDUSTRIAL SCHOOL FOR WOMEN FROM SEPTEMBER 15, 1911,  
TO MARCH 16, 1912, INCLUSIVE.

Page 59 Continued

To amount from State, through drafts on Auditor	\$15, 416.66	
“ “ “ J. A. Burruss, President	20, 302.41	
“ “ discount of notes	<u>4, 921.00</u>	\$40,640.07
By paid warrants of Board	\$ 2,177.92	
“ “ “ “ President Burruss	33,144.44	
“ notes paid	3,500.00	
“ balance due Treasurer in settlement of Settlement 14, 1911	1,294.63	
“ “ in bank	<u>523.08</u>	\$40,640.07

[[A checkmark in pencil appears in the right margin following all of the last figures of the inner-most column.]]

Geo. N. Conrad  
Treasurer

[[The following comment is handwritten directly upon the report]]

Examined and found correct,  
3/21/12 Frank Moore,  
F.W. Weaver  
F.W. King  
Geo. B. Keezell

[[The following comment is handwritten directly below the reports upon the actual book page]]

The auditing committees having reported the accounts correct as certified above, the meeting, upon motion, adjourned.

Respectfully submitted,  
Julian A. Burruss, Sec'y.

June 11, 1912

[[Minutes typed and inserted as a separate page.]]

At a meeting of the Board of Trustees of the State Normal and Industrial School for Women, at Harrisonburg, Va., held pursuant to call, in the Science Hall of said School, on Tuesday evening, June 11<sup>th</sup>. 1912, at 5.30 o'clock, there were present Trustees Geo. B. Keezell, N. B. Early, Jr., F.W. King, Ormond Stone, Harry F. Byrd, Eustace F. Golsan and Frank Moore.

The Secretary of the Board, Julian A. Burruss, being unable to be present, Frank Moore was requested to act as Secretary Pro Tem.

The terms of Trustees F.W. King and Frank Moore having expired Mch. 14<sup>th</sup>. 1912 and they having been re-appointed and commissioned by his excellency, Wm. Hodges Mann, Governor of Virginia, for the term of four years commencing Mch. 14<sup>th</sup>. 1912, took and subscribed the oath of office prescribed by law, before Geo. S. Harnsberger, a Commissioner in Chancery of Rockingham Circuit Court.

Harry F. Byrd X of Winchester, Va., X was appointed by the Governor to fill out the unexpired term of Dr. James A. Pettit dec'd. //(Mch. 14<sup>th</sup>. 1912) and also for the period of \_\_\_\_\_ years from Mch. 14<sup>th</sup>. 1912 and// {and} Col. Eustace F. Golson of Somerset, Orange County, Va., who was appointed for the term of four years commencing Mch. 14<sup>th</sup>. 1912 in the place and stead of {Mr. E. W. Carpenter}, whose commission has expired, also took and subscribed before said Commissioner in Chancery the oath of office required by law.

The minutes of the meeting held {March 21, 1912}, were then read and approved.

Page 60 Continued

On motion of Dr. Stone, it was ordered that the salary of Julian A. Burruss President of this Institution, be increase from \$2500.00 to \$3000.00 per year, such increase to take effect July 1<sup>st</sup>. 1912, all of the members present, to-wit: X Messrs. X Keezell, Early, King, Golson, Stone, Byrd and Moore voting aye-noes-none.

Mr. Early then moved that the sum of \$10000.00 or so much thereof as may be necessary, be appropriated by this Board out of the provision made by the General Assembly of Virginia at its last session, for betterments &c., for the erection and equipment of a home for the President of this Institution. The motion being put, was carried, Messrs. Keezell, Early, King, Golson, Stone, Byrd and Moore voting aye-noes-none.

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 6<sup>th</sup>. 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 1<sup>st</sup>. 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 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  
Auditory 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 X at X 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 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 personality 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 therefore, to-wit: Mr. Keezell \$1.50,

Mr. King \$9.50, Col. Golson \$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. Golson, the Board adjourned.

Frank Moore  
Sec'y. Pro. Tem.

[[The following document is inserted below the typed minutes.]]

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

//I// {We}, F.W. King, Eustace F. Golson, H. F. Byrd, and Frank Moore do solemnly swear //(or affirm)// that //I// {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 12<sup>th</sup> day of June, nineteen hundred and one, and that //I// {We} will faithfully and impartially discharge and perform all the duties of the incumbent upon //me// {us} as Trustees of the State Normal & Industrial School for Women at Harrisonburg, Va, according to the best of //my// {our} ability. So help //me// {us} God.

{We} //I// swear that //I// {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 //I// {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 //my// {our} continuance in office. So help //me// {us} God.

[[Signed:]] F.W. King, Eustace F. Golson, H.F. Byrd, Frank Moore

Sworn to and subscribed before me this 11<sup>th</sup> day of June 1902

[[Signed:]] Geo. S. Harnsberger //Clerk//  
Commissioner in Chancery  
for 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. Keezell, King, Early, Stone, Moore, Golson, and Horsley.

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:

[[Report typed on separate page and inserted below.]]

FINANCIAL STATEMENT  
FROM MARCH 1, 1912, TO AUGUS 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	
Stationary, Printing, Advertising . . . . .	633.15	
Miscellaneous Office Expenses . . . . .	265.64	
Fuel, Lights, Power, Water . . . . .	365.09	
Equipment . . . . .	662.57	
Repairs . . . . .	39.92	
Traveling Expenses of President and Assistants . . . . .	489.36	
Library . . . . .	92.57	
Summer Quarter . . . . .	400.14	
Training Schools . . . . .	334.61	
Contingent . . . . .	<u>272.52</u>	\$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	
Fuel, Lights, Power, Water .....	966.13	
Room Rent .....	731.53	
Library .....	31.17	
Summer Quarter .....	2, 289.41	
Salaries of Music Instructors .....	361.13	
School Supplies .....	<u>2, 843.86</u>	<u>\$21, 200.04</u> √
		\$34, 995.19

Receipts issued by the President of the School, and amounts re-  
mitted to the Treasurer of the Board of Trustees.

Amount Due Treasurer at Last Settlement .....\$ 1, 394.31 √

Amounts Received:

For Tuition and Music .....	\$ 2, 496.38		
“ Board .....	15, 245.16		
“ School Supplies .....	2, 109.15		
“ Miscellaneous .....	<u>78.97</u>	\$ 19, 929.66 √	\$ 21, 323.97

Amounts Remitted:

For Tuition and Music .....	\$ 2, 564.88	
“ Board .....	15, 337.08	
“ School Supplies .....	2, 606.67	
“ Miscellaneous .....	<u>131.24</u>	\$ 20, 639.87 √

Amount Owing Treasurer ..... \$ 684.10      \$21, 323.97

[[Signed:]] Julian A. Burruss  
PRESIDENT, STATE NORMAL AND  
INDUSTRIAL SCHOOL FOR WOMEN.

[[The following note is handwritten on the report]]

Examined and found correct

Geo. B. Keezell  
F.W. Weaver > Finance Comm.  
F. W. King  
Frank Moore

[[Report Inserted Below.]]

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

Warrants Issued on the Treasurer:

<u>No.</u>	<u>To</u>	<u>For</u>	<u>Amount:</u>
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	“	“	452.45√
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√
			\$2. 072.61

Respectively submitted,

[[Signed:]] Julian A. Burruss  
SECRETARY OF THE BOARD OF TRUST  
EES. STATE MPR/ & IND. SCHOOL

[[The following note written directly upon report]]

We have examined above statement and found it correct.

[[Signed:]] Geo. B. Keezell  
F.W. Weaver  
F.W. King > Finance Com.  
Frank Moore

[[Report inserted below the financial statement.]]

Report of Geo. N. Conrad, Treasurer State Normal and Industrial School

for Women at Harrisonburg, from March 17, 1912, to August 31, 1912, inclusive.

To bal. on hand as per last report as of March 16, 1912,	\$	523.08
“ amt. receive 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,		<u>9,800.00</u>
		\$ 44,483.21
“ balance due Treasurer August 31, 1912,		<u>1,180.16</u>
		\$ 45,618.37
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 Approv. “ “	<u>13,274.08</u>	<u>35,618.37</u>
		\$ 45,618.37

[[The following is handwritten upon the document]]

Respectfully submitted,

Geo. N. Conrad  
Treasurer

We have examined the above report and found it correct –

Geo. B. Keezell  
F. W. Weaver  
F. W. King  
Frank B. Moore

[[The following report is inserted into the minutes book]]

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 . . . . .	<u>1, 369.25</u>	\$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. . . . .	<u>86.93</u>	\$19, 152.84√
		\$37, 159.67



Receipts issued by the president of the School, and amounts re-  
mitted to the Treasurer of the Board of Trustees.

Amount Due Treasurer At Last Settlement . . . . . \$ 684.10√

Amounts Received:

For Tuition. . . . .	\$ 223.00		
“ Music. . . . .	650.00		
“ Board. . . . .	17, 025.36		
“ School Supplies. . . . .	2, 545.86		
“ Miscellaneous. . . . .	<u>405.75</u>	<u>\$20, 842.57√</u>	<u>\$21, 526.67√</u>

Amounts Remitted:

For Tuition. . . . .	\$ 301.00		
“ Music. . . . .	650.75		
“ Board. . . . .	17, 561.47		
“ School Supplies. . . . .	2, 175.10		
“ Miscellaneous. . . . .	<u>398.35</u>	<u>\$21, 094.07√</u>	

Amount Owing Treasurer . . . . . \$ 432.60                      \$21,526.67√

Julian A. Burruss  
PRESIDENT, STATE NORMAL AND  
INDUSTRIAL SCHOOL FOR WOMEN

[[The following comments are handwritten below the report]]

Examined and found correct—  
Geo. B. Keezell  
F. W. Weaver                      > Finance Com.  
F.W. King  
Frank Moore

[[The following report appears below the previous report]]

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	<u>27.00√</u>
			\$127.00

Respectfully submitted,

Julian A. Burruss  
SECRETARY OF THE BOARD OF TRUST-  
EES, STATE NOR. & IND. SCHOOL.

[[The following comment is handwritten below the report]]

We have examined above statement and find it correct –

Geo. B. Keezell  
F.W. Weaver > Finance Com.  
F. W. King  
Frank Moore

[[The following report is typed and inserted onto the original page]]

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√
	\$ 43,484.11
	.02
	\$ 43,494.13

By amt. Due Treasurer, settlement August

31, 1912,	\$1, 180.16
By Board Warrants paid	127.00
“ {State Appr.} //President// “ “ {(state)}	16, 944.35
“ {President’s} //State Appr.// “ “ {(school)}	19, 858.20
“ note paid	5, 000.00
“ balance in hands of Treasurer	384.42
	\$ 43, 494.13

Respectfully submitted,

Geo. N. Conrad  
Treasurer

[[The following comment is handwritten below the report]]

We have examined the above report and find it correct –

F. W. King	
Frank Moore	> Finance
Geo. B. Keezell	Committee
F. W. Weaver	

[[Handwritten Minutes]]

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. Keezell 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. Keezell, 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 Col. 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 the motion of Mr. Horsley, 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 the 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. Keezell, King, Early, Stone, Moore, Golsan, and Horsley, -- noes, 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, X to cover bank discounts from Nov. 1, 1909 to date X was carried by the following recorded vote; Messrs. Keezell, King, Early, Stone, Moore, Golsan, and Horsley, voting aye; noes, 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 appropriated for the erection and equipment of a temporary auditorium the sum of \$2,300.00, proved the cost of the president's residence does not exceed the appropriation of \$10,00.00 previously made by the Board. The roll being called the following votes were recorded in the affirmative: Messrs. Keezell, King, Early, Stone, Moore,

Golsan, and Horsley; noes, none.

Upon motion of Mr. Early, the following officers were re-elected for ensuing year:

<u>President:</u>	George B. Keezell
<u>Vice President:</u>	Floyd W. King
<u>Treasurer:</u>	George N. Conrad
<u>Secretary:</u>	Julian A. Burruss

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

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

Finance Committee: Messrs. King, Keezell, Moore, Weaver, and Golsan.

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

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 record of this meeting.

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

Respectfully submitted,  
Julian A. Burruss,  
Secretary

[[The following document is inserted below directly onto page 68.]]

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

{I} //We//, *J. R. Horsley* do solemnly swear that {I} //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 12<sup>th</sup> day of June, nineteen hundred and one, and that we will faithfully and impartially discharge and perform all the duties incumbent upon {me} //us// as TRUSTEE//S// OF THE STATE NORMAL AND INDUSTRIAL SCHOOL FOR WOMEN AT HARRISONBURG, VA., according to the best of //our// {my} ability. So help X me X //us// God.

{I} //We// swear the {I} //we// have not, while //a// XaX citizen X*J.R. Horsley*X 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 X I X //we// will not fight a duel with a deadly weapon, either within or beyond the boundaries of this manner in fighting such duel during our continuance in office. So help X me X //us// God.

*J.R. Horsley*

[[The following report is attached directly onto the existing page.]]

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

STATE DEPARTMENT

Expenditures:

Balance from last year . . . . .	\$ 8, 601.95	
Salaries of School Employees . . . . .	22, 528.69	
Grounds . . . . .	1, 117.88	
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
<u>State of Virginia, Appropriation.</u> . . . . .	\$35, 000.00	
<u>Deficit.</u> . . . . .	7, 603.54	\$42,603.54

SCHOOL DEPARTMENT

Expenses:

Table Supplies. . . . .	\$18, 972.79
Laundry. . . . .	3, 593.46

Salaries of Employees. . . . .	4, 041.38	
Repairs and Renewals. . . . .	1, 040.64	
Fuel, Lights, Power and Water. . . . .	2, 474.17	
Room Rent. . . . .	1, 372.16	
Library. . . . .	242.23	
Summer Quarter. . . . .	2, 292.41	
Salaries of Music Instructors. . . . .	903.63	
Training Schools. . . . .	210.30	
School Supplies. . . . .	5, 122.78	
Miscellaneous. . . . .	<u>86.93</u>	
	\$40, 352.88	
<u>Balance on hand.</u> . . . . .	<u>3, 383.32</u>	\$43, 736.20

Receipts:

Tuition Fees. . . . .	\$ 2, 355.00	
Music Fees. . . . .	1, 014.38	
Board. . . . .	32, 282.52	
School Supplies. . . . .	4, 655.01	
Miscellaneous. . . . .	<u>465.32</u>	
	\$40, 772.23	
<u>Balance from 1911-12.</u> . . . . .	<u>2, 963.97</u>	\$43, 736.20

*Julian A. Burruss*  
PRESIDENT, STATE NORMAL AND  
INDUSTRIAL SCHOOL FOR WOMEN

AMOUNT OF NOTES AND DISCOUNTS FROM NOVEMBER 1, 1909,  
TO FEBRUARY 28, 1913.

<u>Date</u>	<u>Amount of Note</u>	<u>Discount</u>
November 1, 1909	\$ 3, 000.00	\$ 15.00



Page 69 Continued

“ 12, 1909	20, 000.00	500.00
	5, 000.00	
Additional Discount paid by Treasurer (see p. 36, Rec. Book)		19.17
July 14, 1910	5, 000.00	50.00
September 7, 1910	3, 000.00	15.00
“ 14, 1910	5, 000.00	25.00
October 1, 1910	20, 000.00 (Richmond)	536.17
January 3, 1911	10, 000.00	143.33
March 17, 1911	6, 000.00	15.00
April 5, 1911	6, 000.00	30.00
“ 12 1911	2, 500.00	50.00
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	9.00
April 6, 1912	5, 000.00	100.00
August 5, 1912	5, 000.00	100.00
December 3, 1912	5, 000.00	<u>78.33</u>
	Total,	\$1, 842.83

BUDGET FOR THE YEAR ENDING FEB. 28, 1914

-----

Salaries of School Employees. . . . . \$25, 780.69

Page 69 Continued

Grounds, Care and Improvement. . . . .	1, 577.88
Stationery, Printing, and Advertising. . . . .	1, 163.51
Miscellaneous Office Expenses, Postage, Express, Freight, etc. . . . .	534.51
Fuel, Lights, Power, and Water (for School purposes only) . . . . .	1, 160.46
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 Keezell. 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
{Moore & Hedrick -----	15, 992.35
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 appoint Messrs. Stone and Golsan as members pro tem of the Committee on Building in place of Messrs. Byrd and King.

The Board then adjourned.

Respectfully submitted,  
*Julian A. Burruss*  
Secretary

June 11, 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. Keezell, Moore, Stearnes, Early, Weaver, and Horsley.

The minutes of the meeting of March 25, 1913 and April 22, 1913 were read and approved.

The Building Committee reported that it had considered the bids for building the President's Residency. The three bidders, all of whose bids had been found to be in excess of the amount at the disposal of the Committee, had been requested to revise their bids by the commission of certain items (which would leave the building in an unfinished condition), so as to bring the amounts of the several bids within the amount appropriated, namely \$10,000.00, X and the said bidders X submitted the following propositions, to wit:

J. S. Dovel & CO. -----	\$16,779.00	less	\$7, 205.00	=	\$ 9, 574.00
{Moore & Hedrick -----	15,992.35	“	5, 908.50	=	10, 083.85
Wm. M. Bucher & Son -----	14,800.00	“	5, 345.11	=	9, 454.89

Upon motion of Mr. Early, the Committee awarded the contract to the lowest bidders, Messrs. Wm. M. Bucher & Son, for \$9, 454.89 absolute, and for the balance, \$5, 345.11 in escro, the total for the two sums making up the amount of the original proposal, namely, \$14, 800.00

The report of the Building Committee was approved by X the X Board; and, upon motion of Messrs. Moore and Horsley, the said Committee was instructed to proceed with the construction of the house in accordance with the plans and specifications already adopted by the Board.

The Board then adjourned.

Respectfully submitted,

*Julian A. Burruss*  
Secretary

Dec. 2, 1913

A called meeting of the Board of Trustees was held at the school this day . The Following members being present: Messrs. Keezell, King, Moore, Weaver, Golsan, Byrd, and Clement.

Mr. J Turner Clement, recently appointed to membership qualified before Ralph L. Staples, a Notary Public for the County of Rockingham.

The minutes of the last meeting were read and approved.

The Finance Committee reported that it had met on September 18, 1913, all members being present, and transacted the following business: The Treasurer's bond given by the Maryland Casualty Co. for the sum of \$25,000.00 was examined and approved by them, the said bond covering the period from Sep. 17, 1913 to Aug. 31, 1914; and the Secretary was directed to issue a warrant for the premium on same, to Messrs. Burke & Price, Agents.

The books and vouchers of the Treasurer and of the Secretary of the Board, and of the President of the School, were examined by the Committee and found correct, as shown by the statements so endorsed and filed as a part of these minutes. The committee's report was approved.

The President of the school reported a loss by fire at the school laundry amounting to \$368.68, the same being fully covered by insurance and claims for the full amount having been accepted and approved for payment by the insurance companies.

Upon motion of Col. Golsan it was ordered that the President use the amount collected from the insurance companies to repair the losses sustained.

Upon motion of Mr. Byrd the secretary was instructed to prepare a resolution of thanks to be sent to the Harrisonburg Fire department for their efficient services at the laundry fire.

The President mentioned the fact that the Town of Harrisonburg has under considerations the establishment of a filtration plant near the property of this institution and that for certain reasons such action appeared undesirable from the standpoint

of this institution, whereupon it was taken as the sense of the Board that the President watch developments and keep the members informed as seems to him to be advisable.

The President presented a written statement of the needs of the institution for the coming two years, together with some statistical information concerning the school.

Upon motion of Mr. Weaver it was ordered that the statement be adopted as the request of this Board to the General Assembly of Virginia for appropriations for the ensuing two years.

Upon motion of Mr. Byrd, the Chairman was instructed to appoint a committee to consist of the Chairman of the Board and four (4) other members to present these requests for appropriation to the appointed Messrs. King, Byrd, Golsan, and Clement X who X together with Chairman Keezell, shall constitute the committee.

The oath subscribed to by Mr. Clement, the statements of accounts audited by the Finance Committee, the resolution, prepared by the Secretary at the direction of the Board, and the statement of the president as to the needs of the school are filed herewith as part of these minutes.

Respectfully submitted,

Julian Burruss,  
Secretary

[[The following statement is typed separately and inserted onto this page.]]

WHEREAS, on the morning of Friday, October thirty-first, 1913, the laundry of this institution, being threatened with destruction by fire, was saved with comparatively small loss, owing to the prompt response and efficient service of the Harrisonburg Fire Department;; therefore,

BE IT RESOLVED, that the Board of Trustees of the State Normal and Industrial School for Women at Harrisonburg does hereby extend to the said Harrisonburg Fire Department its hearty thanks for its promptness and efficiency on the said occasion.

[[The following reports are typed separately and inserted into the Minutes Book]]

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

I, J.R. Clement do solemnly swear that I 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 12<sup>th</sup> day of June, nineteen hundred and on, and that I will faithfully and impartially discharge and perform all the duties incumbent 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 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 a challenge or aided or assisted in any manner in fighting such a duel; and that I will not fight a duel with a deadly weapon, whether 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 my continuance in office. So help me God.

J.R. Clement  
\_\_\_\_\_

Sworn to and subscribed before me this 2 day of Dec. 1913

Ralph Staples  
Notary Public

[[Written comment appears in the bottom margin.]]

my commission expires Feb.11,1914

[[The following report is typed on the Treasurer's Letterhead]]

OFFICE OF THE TREASURER OF THE  
State Normal and Industrial School for Women at Harrisonburg

Harrisonburg, VA .. September 12, 1913 //191//

Statement of receipts and disbursements of Geo. N. Conrad, Treasurer of State Normal and Industrial School for Women, from March 1, 1913 to August 31, 1913, inclusive.

To balance in hands of Treasurer, settlement of February 28, 1913,	\$ 384.42	
To total amount received from Auditor of Public Accounts,	(1) \$ 32, 499.96	
To total received from J. A., Burruss, President of the State Normal &c.,	22, 714.82	<i>{22, 708.82 +6.00 From Huits &amp; Noble}</i>
To rebate discount on \$5,000.00 note	<u>21.67</u>	
Total of receipts,	\$ 55, 620.87	
By total of Board Warrants paid,		\$ 2, 966.50√
“ “ “ President's Warrants paid,		21, 556.41√
“ “ “ State Appropriation Warrants paid,		<u>17, 006.03√</u> \$ 41, 528.94√
“ note ( \$5, 000.00) paid,		5, 000.00 √
“ draft of Auditor for maintenance for month of August, deposited in Bank September 2, 1913,		2, 916.66 √



“ balance in Bank at close of business as of August 31, 1913,	6, 175.25√
To balance,	<u>.02</u>
	<u>\$55, 620.87    \$55, 620.87</u>

*Audited Sept. 18 -13, and found correct.*

<i>Geo. B. Keezell</i>	<i>F.W. King</i>	
<i>Frank Moore</i>	<i>F. W. Weaver</i>	} <i>Finance Committee</i>
<i>Eustace F. Golsan</i>		

FINANCIAL STATEMENT OF THE SECRETARY OF THE BOARD OF TRUSTEES  
FROM MARCH 1, 1913, TO AUGUST 31, 1913.

Warrants Issued on the Treasurer:

<u>No.</u>	<u>To</u>	<u>For</u>	<u>Amount</u>
√247	F. W. Weaver	Expenses of Board	\$ 6.10√
√248	Frank Moore	“ “ “	5.45√
249	F. W. King	“ “ “	7.85√
250	N. B. Early, Jr .	“ “ “	8.55√
251	F. W. King	“ “ “	8.64√
252	Frank Moore	“ “ “	4.45√
253	J. R. Horsley	“ “ “	11.15√
254	E. F. Golsan	“ “ “	7.55√
255	Ormond Stone	“ “ “	7.23√
256	Geo. B. Keezell	“ “ “	1.35√
257	Geo. N. Conrad	“ “ “	150.00√
258	Julian A. Burruss	“ “ “	100.00√
259	Eustace F. Golsan	“ “ “	10.00√
260	Ormond Stone	“ “ “	7.53√
261	N. B. Early, Jr.	“ “ “	11.60√
262	Geo. B. Keezell	“ “ “	1.75√
263	J.R. Horsley	“ “ “	14.10√
264	N.B. Early, Jr.	“ “ “	5.90√
265	F. W. Weaver	“ “ “	6.30√

Page 74 Continued

266	Geo. B. Keezell	“	“	“	.75√
267	Frank Moore	“	“	“	9.46√
268	Chas. M. Robinson, Architect		Buildings		450.00√
269	Thomas Plumbing & Heating Co.		“		105.69√
270	Wm. M. Bucher & Son		“		<u>\$2,125.00√</u>
					\$3,066.50

Respectfully submitted,

Julian A. Burruss  
SECRETARY OF BOARD OF TRUSTEES,  
STATE NORMAL AND IND. SCHOOL.

[[The following note is handwritten below the report.]]

Above statement examined and found correct,

[[Signed in pencil]]

Ok. G.B.K  
O.k. F.M.

[[Signed in pen]]

Geo. B. Keezell  
Frank Moore  
Eustace F. Golsan  
F. W. Weaver  
F. W. King

[[The following reports are typed and inserted onto the ledger book page.]]

FINANCIAL STATEMENT  
FROM MARCH 1, 1913, TO AUGUST 31, 1913.

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

State Department:

Salaries of School Employees . . . . .	\$10, 612.42	
Grounds . . . . .	1, 250.04	
Stationery, Printing, Advertising . . . . .	810.00	
Miscellaneous Office Expenses . . . . .	318.29	
Fuel, Lights, Power and Water . . . . .	625.14	
Equipment . . . . .	704.19	
Building Repairs . . . . .	112.19	
Traveling Expenses. . . . .	201.39	
Library. . . . .	241.17	
Summer Quarter. . . . .	2, 046.84	
Training Schools. . . . .	7.57	
Contingent . . . . .	<u>242.52</u>	\$17, 171.76

School Department:

Table Supplies. . . . .	\$10, 848.02	
Laundry. . . . .	1, 985.36	
Salaries of Employees. . . . .	2, 297.00	
Repairs and Renewals. . . . .	705.23	
Fuel, Lights, Power and Water. . . . .	1, 189.62	
Room Rent. . . . .	1, 026.22	
Library. . . . .	75.13	
Summer Quarter. . . . .	1, 623.41	
Salaries of Music Instructors. . . . .	496.50	
Training Schools. . . . .	160.00	
School Supplies. . . . .	2, 391.56	
Miscellaneous. . . . .	<u>70.86</u>	<u>\$22, 868.91</u>
		\$40, 040.67

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

Amount Due Treasurer At Last Settlement . . . . . \$ 432.60

Amounts Received:

For Tuition. . . . .	\$ 2, 724.00		
“ Music Tuition. . . . .	384.25		
“ Kindergarten Tuition. . . . .	100.00		
“ Board. . . . .	16, 540.20		
“ School Supplies. . . . .	2, 860.07		
“ Miscellaneous. . . . .	<u>12.02</u>	<u>\$22, 620.54</u>	\$23, 053.14

Amounts Remitted:

For Tuition. . . . .	\$ 2, 619.00		
“ Music Tuition. . . . .	384.25		
“ Kindergarten Tuition. . . . .	100.00		
“ Board. . . . .	16, 366.56		
“ School Supplies. . . . .	3, 171.16		
“ Miscellaneous. . . . .	<u>67.85</u>	<u>\$22, 708.82</u>	

Amounts Owing Treasurer . . . . . \$ 344.32 \$23, 053.14

Julian A. Burruss  
 PRESIDENT, STATE NORMAL  
 AND INDUSTRIAL SCHOOL FOR WOMEN

[[The following note is handwritten and appears directly below the report]]  
 Examined and found correct.

F. W. King	
Eustace F. Golsan	
Frank Moore	} <u>Finance Committee,</u>
Geo. B. Keezell	
F. W. Weaver	<u>Sept. 18<sup>th</sup> 1913,</u>

STATE NORMAL AND INDUSTRIAL SCHOOL FOR WOMEN  
AT HARRISONBURG

To the General Assembly of Virginia: --

The Board of Trustees of the State Normal and Industrial School for Women at Harrisonburg respectfully asks that the following appropriations be made by the General Assembly for the needs of the said institution for the years 1914 and 1915, to wit : --

FIRST YEAR - - 1914

(1) For Support . . . . .	\$40, 000.00
(2) For Building – to provide library, chapel, dining – room, kitchen, laundry, offices and classrooms	60, 000.00
(3) For Building and Equipment of a central Heating and Power plant . . . . .	20, 000.00
(4) For Building and Equipment of a Dairy and Green- house, and for Farming Implements and Stock . . . . .	2, 000.00
(5) For Equipment of Science Laboratories . . . . .	2, 500.00
(6) For Completing Present Buildings . . . . .	1, 500.00
(7) For Improvement of Grounds – grading, fencing, trees, shrubbery, walks . . . . .	<u>2, 000.00</u>
	\$128, 000.00

SECOND YEAR - - 1915

(8) For Support . . . . .	\$40, 000.00
(9) For Equipment for library, chapel, dining-room, kitchen, laundry, offices, and classrooms. . . . .	15, 000.00
(10) For Building Dormitories. . . . .	65, 000.00
(11) For Equipment of Grounds –grading, fencing, trees, shrubbery, walks. . . . .	<u>2, 000.00</u>
	\$130, 000.00

EXPLANATION OF ITEMS

(Items 1 and 8) Very rapid growth has made increased demands. A larger fund for support is necessary to put the present work of the school on a firm basis, and to provide for important extension work.

(Items 2 and 9) The policy of the school is to use its plant to the utmost and to crowd in as many students as possible. This has resulted in badly overtaxing the general utilities of the institution. The Trustees have not desired to incur indebtedness to supply these urgent needs, believing that a statement of the facts will impress the General Assembly with the importance of providing sufficient funds for relief. Only forty students can be crowded into the classroom now used as a library and the shelf space is entirely filled. There is now no room large enough to accommodate all of the students in assembly and at chapel, necessitating standing and crowding the aisles in the classrooms now used for this purpose. The dining-room and kitchen are now in a basement and are badly cramped; and the space

--2--

they now occupy is much needed for other purposes. The laundry is now in a very small frame shack, already burned once and constantly in danger of taking fire again, while its equipment is small and totally inadequate, so that much of the washing has to be sent to the public laundry at considerable extra expense. The classrooms are so few that it is impossible to give each instructor a room; and the office space is entirely too small for the business of the institution.

(Item 3) It will be a measure of economy to provide a central heating and power plant to furnish steam and hot water for heating, cooking and laundry purposes, and electric current for lights and power. Current is now purchased from the town at meter rates; and the supply is somewhat uncertain, causing at times anxiety for safety from accident and fire at night.

(Item 4) It would be a measure of economy to provide the equipment asked for, in order that the land belonging to the school may be more fully utilized for vegetable gardening and a small dairy.

(Item 5) The school has at present very limited science laboratories, and additional facilities are necessary for its work.

(Item 6) Certain parts of the present building, left unfinished for lack of funds, should be completed.

(Item 7 and 12) Additional trees and shrubbery should be planted at once, fences erected for protection, and walks laid for safety. Some grading should be done to provide proper drainage and to protect the buildings.

(Items 10 and 11) Rooms are now being rented for many students and many others are compelled to seek board in private homes. This arrangement is expensive and involves many difficulties. The limit of outside accommodations in the vicinity of the school has

Page 75 Continued

now been reach, making further increase in enrolment impossible without additional dormitories.

Since its establishment four years ago the school has registered students from 96 of the counties of the State. Each year its accommodations have been entirely reserved three months before the opening of the session. Its present enrollment is almost double the number for which the equipment was designed. The expenses of a student at this school are as low as at any other educational institution maintained by the State. Every effort has been made to manage the affairs of the institution in an economical manner, and its boarding department is entirely self-supporting.

Respectfully submitted,  
BOARD OF TRUSTEES OF THE STATE  
NORMAL AND INDUSTRIAL SCHOOL  
FOR WOMEN AT HARRISONBURG.

December 2, 1913.

March 26, 1914

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 school, the following members were present, namely, Messrs. Keezell, Early, Stone, Moore, Weaver, Golsan, and Clement.

The minutes of the last meeting were read and approved.

The Committee appointed by the Chairman to audit the school accounts reported that the statements, books, vouchers, etc., of the Treasurer, Secretary, and President of the school had been examined and found correct. The statements are filed as a part of these minutes.

The Chairman made a statement as to the present status of the Board of Trustees, a message having been received from the Governor advising the Board as now constituted to proceed with business until further notified.

Upon motion of Col. Golsan the officers of the Board were re-elected, as follows: --

President -- George B. Keezell

Vice-President -- Floyd W. King

Treasurer -- George N. Conrad

Secretary -- Julian A. Burruss

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

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

Finance Committee: Messrs. King, Moore, Keezell, Weaver, and Golsan.

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

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

The Chairman stated that the General Assembly of 1914 has appropriated \$50,000 for a new building, and called on architect Chas. M. Robinson, who was present by request, to explain the plans for the propped building, known on the complete plan as "Dining Hall" building. The architect presented and explained the preliminary sketches, and suggested that proposals be sought on alternate specifications in order that contracts may be let within the amount at the disposal of the Board for this purpose. This appearing to be the sense of the Board, the architect was directed



to present as rapidly as possible with the working plans and to advertise for bids on alternate propositions.

It was decided that the Board shall be called to meet on April 28, 1914, to consider bids with a view to awarding the contract for the building.

The president of the school presented his annual report, which was received and filed.

The budget for the year ending February 28, 1915, was discussed by items, and approved as presented by the president, the following vote being recorded: -- Ayes: Messrs. Keezell, Stone, Weaver, Moore, Clement, Early, and Golsan; Noes: None.

Upon motion the Treasurer was instructed to deposit the State funds belonging to the "special appropriation" for buildings in the Peoples Bank of Harrisonburg.

The meeting adjourned, to meet April 28, 1914.

Respectfully submitted,  
Julian A. Burruss,  
Secretary

[[The following report is typed and inserted below the minutes.]]

FINANCIAL STATEMENT OF THE SECRETARY OF THE BOARD OF TRUSTEES  
FROM SEPTEMBER 1, 1913, TO FEBRUARY 28, 1914

Warrants issued on the Treasurer:

<u>No.</u>	<u>To</u>	<u>For</u>	<u>Amount</u>
271	Thomas Plumbing & Heating Co.	Buildings (Special)	\$ 500.00√
272	" " " " "	" "	91.99√
273	Geo. N. Conrad, Treasurer	Expenses of Board	2.50√
274	Frank Moore	" "	4.78√
275	Eustace F. Golsan	" "	10.50√
276	F. W. Weaver	" "	6.30√
277	F. W. King	" "	7.95√
278	W. M. Bucher & Son	Buildings (Special)	1, 445.00√
279	Burke & Price	Expenses of Board	95.35√
280	" " "	Insurance	67.50√
281	W. M. Bucher & Son	Buildings (Special)	3, 230.00√
282	Frank Moore	" "	4.53√
283	Floyd W. King	" "	8.33√
284	Harry Byrd	" "	5.25√

Page 77 Continued

285	Eustace F. Golsan	“	“	10.50√
286	J. Turner Clement	“	“	11.00√
287	Floyd W. Weaver	“	“	6.90√
288	Furr Brothers	Buildings (Special)		5.05√
289	Thos. Meehan & Sons	Grounds (Special)		172.25√
290	F. W. King	Expenses of Board		23.00√
291	W. M Bucher & Son	Buildings (Special)		1,360.00√
292	Hoopes, Bro. & Thomas Co.	Grounds (Special)		200.00√
293	F. W. King	Expenses of Board		14.55√
294	W. M. Bucher & Son	Buildings (Special)		2,125.00√
295	W. M. Bucher & Son	Buildings (Special)		950.97√
296	W. M. Bucher & Son	Grounds (Special)		<u>432.89√</u>
				\$10,792.09

Respectfully Submitted,

Julian A. Burruss

SECRETARY OF BOARD OF TRUSTEES,  
STATE NORMAL AND IND. SCHOOL

*Verified*

*F. S. Weaver*  
*Frank Moore*

[The following report is inserted as a separate paper into the minutes]

FINANCIAL STATEMENT  
FROM SEPTEMBER 1, 1913, TO FEBRUARY 28, 1914.

STATE DEPARTMENT

<u>Receipts:</u>	<u>Annuity</u>	<u>Special</u>
Balance on hand September 1, 1913. . . . .	\$ 2,302.17	\$ 513.15
Appropriation, Sate of Virginia . . . . .	<u>17,500.04</u>	<u>10,000.00</u>
	\$ 19,802.21	\$ 10,513.15

Expenditures:

President's Warrants

Salaries of School Employees. . . . .	\$ 13,588.10
Grounds. . . . .	920.49
Stationery, Printing, Advertising. . . . .	430.25
Miscellaneous Office Expenses. . . . .	262.18
Fuel, Lights, Power, and Water. . . . .	517.84
Equipment. . . . .	2, 620.15
Building Repairs. . . . .	785.49
Traveling Expenses. . . . .	294.14
Library. . . . .	24.23
Training Schools. . . . .	<u>80.00</u>
	\$ 19,522.87 ✓

Secretary's Warrants

Grounds. . . . .	\$ - - - -	\$ 805.14✓
Buildings. . . . .	- - - -	9,708.01✓
Expenses of Board of Trustees. . . . .	211.44✓	
Insurance. . . . .	<u>67.50✓</u>	
	\$ 19,801.81	\$ 10,513.15

Balance on hand March 1, 1914 . . . . .           .40  
\$ 19,802.21

-2-

School Department

Receipts:

Balance on hand September 1, 1913. . . . .	\$ 3,134.95	
Registration Fees. . . . .	1,048.00	
Tuition. . . . .	308.00	
Board. . . . .	16,749.65	
Music Tuition. . . . .	687.50	
Kindergarten Tuition. . . . .	68.25	
School Supplies. . . . .	3,026.21	
Miscellaneous. . . . .	590.13	\$ 25,612.69

Expenditures:

Table Supplies. . . . .	\$ 7,332.83	
Laundry. . . . .	1,452.38	
Salaries of Employees. . . . .	1,809.50	
Repairs and Renewals. . . . .	1,680.23	
Fuel, Lights, Power, and Water. . . . .	1,591.16	
Room Rent. . . . .	615.00	
Entertainments. . . . .	683.90	
Library. . . . .	134.33	
Summer Quarter. . . . .	13.50	
Music. . . . .	491.00	
Training Schools. . . . .	86.94	
School Supplies. . . . .	2,944.42	
Miscellaneous. . . . .	<u>39.00</u>	
	\$ 18,874.19√	

Balance on hand March 1, 1914 . . . . .           6,738.50      \$ 25,612.69

RECEIPTS ISSUED BY THE PRESIDENT OF THE SCHOOL, AND AMOUNTS  
REMITTED TO THE TREASURER OF THE BOARD OF TRUSTEES.

Amount Due Treasurer At Last Settlement. . . . . . \$ 344.32

Amounts Received:

For Registration Fees. . . . .	\$ 1,048.00		
“ Tuition. . . . .	308.00		
“ Board. . . . .	16,749.65		
“ Music Tuition. . . . .	687.50		
“ Kindergarten Tuition. . . . .	68.25		
“ School Supplies. . . . .	,026.21		
“ Miscellaneous. . . . .	<u>590.13</u>	<u>\$22,477.74</u> √	<u>\$22,822.06</u> √

Amounts Remitted:

For Registration Fees. . . . .	\$ 952.00		
“ Tuition. . . . .	279.00		
“ Board. . . . .	16,167.71		
“ Music Tuition. . . . .	398.50		
“ Kindergarten Tuition. . . . .	45.00		
“ School Supplies. . . . .	2,413.57		
“ Miscellaneous. . . . .	<u>468.39</u>	<u>\$20,724.17</u> √	

Amount Owing Treasurer. . . . . . \$ 2,097.89 \$22,822.06√

*Examined and found correct,*

*Geo. B. Keezell  
Frank Moore  
F. W. Weaver  
J.R. Clement  
Ormond Stone*

Julian A. Burruss  
PRESIDENT, STATE NORMAL AND  
INDUSTRIAL SCHOOL FOR WOMEN.

[The following report is inserted as a separate paper into the minutes]

Statement of Receipts and Disbursements of Geo. N. Conrad, Treasurer  
of State Normal and Industrial School for Women at Harrisonburg.

from September 1, 1913, to February 28, 1914

inclusive.

To Balance in Bank at close of business August 31, 1913.	\$6,175.25
“ Amt. of Auditor’s draft for month of August, 1913.	2,916.66
“ “ received of Auditor for maintenance for months of September, October, November and December, 1913, and January and February, 1914.	17,500.04
“ “ received of Auditor of Public Accounts in full balance of State Appropriations for improvements,	10,000.00
“ “ received from Insurance Companies for damage by fire to laundry building,	371.80
“ “ received of Dr. J. A. Burruss, President of the School,	<u>20,352.37</u>
Total of receipts,	\$ 57,316.12
By total of Board Warrants paid,	\$9,508.23
“ “ “ “ Sate Appropriation Warrants pd.,	20,750.83
“ “ “ “ “ President’s Warrants “	2,850.31

“ “ “ “ School Accounts “ “ 16,681.15

Balance in Bank at close of business

February 28, 1914, 7,525.60

Respectfully submitted,

Geo. N. Conrad

Audited and found correct March 26, 1914.

Geo. B. Keezell

F. W. Weaver

J.R. Clement

Frank Moore

Finance Committee

FINANCIAL STATEMENT  
FROM MARCH 1, 1913, TO FEBRUARY 28, 1914.

STATE DEPARTMENT

State of Virginia, Appropriation:

For Maintenance . . . . .	\$35,000.00	
Special . . . . .	<u>25,000.00</u>	\$60,000.00

Expenditures:

Balance from Last Year. . . . .	\$ 7,603.54
Salaries of School Employees. . . . .	24,200.52
Grounds. . . . .	2,975.67
Stationery, Printing, Advertising. . . . .	1,240.25
Miscellaneous Office Expenses. . . . .	580.47
Fuel, Lights, Power, and Water. . . . .	1,142.98

Equipment. . . . .	3,324.34	
Building Repairs. . . . .	897.68	
Traveling Expenses of President and Assistants. . . . .	495.53	
Library. . . . .	265.40	
Summer Quarter. . . . .	2,046.84	
Training School. . . . .	87.57	
Contingent. . . . .	242.52	
Buildings. . . . .	12,388.70	
Expenses of Board of Trustees. . . . .	597.25	
Insurance. . . . .	67.50	
Discounts. . . . .	<u>1,842.84</u>	
		\$ 59,999.60
<u>Balance on hand March 1, 1914.</u> . . . . .	<u>.40</u>	\$60,000.00

SCHOOL DEPARTMENT

Receipts:

Balance of hand March 1, 1913. . . . .	\$ 3,383.32	
Registration Fees. . . . .	1,048.00	
Tuition. . . . .	3,032.00	
Board. . . . .	33,289.85	
Music Tuition. . . . .	1,071.75	
Kindergarten Tuition. . . . .	168.25	
School Supplies. . . . .	5,886.28	
Miscellaneous. . . . .	<u>602.15</u>	\$48,481.60

Expenditures:

Table Supplies. . . . .	\$ 18,180.85
Laundry. . . . .	3,437.74
Salaries of Employees. . . . .	4,106.50
Repairs and Renewals. . . . .	2,385.46
Fuel, Lights, Power, and Water. . . . .	2,780.78
Room Rent. . . . .	1,641.22
Entertainment. . . . .	683.90
Library. . . . .	209.46



Summer Quarter. . . . .	1,636.91	
Music. . . . .	987.50	
Training Schools. . . . .	246.94	
School Supplies. . . . .	5,335.98	
Miscellaneous. . . . .	<u>109.86</u>	
	\$41,743.10	
<u>Balance on hand March 1, 1914. . . . .</u>	<u>6,738.50</u>	\$48,481.60

Julian A. Burruss  
 PRESIDENT, STATE NORMAL AND  
 INDUSTRIAL SCHOOL FOR WOMEN.

BUDGET FOR THE YEAR ENDING FEBRUARY 28, 1915

---

Salaries of School Employees. . . . .	\$28,700
Grounds, Care and Improvement. . . . .	500
Stationery, Printing, and Advertising. . . . .	900
Miscellaneous Office Expenses, Postage, Express, Freight, etc. . . . .	300
Fuel, Lights, Power, and Water. . . . .	500
Equipment, Renewals and Additions. . . . .	950
Buildings, Repairs and Additions . . . . .	1,500
Traveling Expenses of Faculty, for Teachers' Meetings and School Business. . . . .	300
Library, Renewals and Additions. . . . .	0
Summer Quarter. . . . .	200

Page 79 Continued

Training Schools, Supplies, etc. . . . .	0
Contingent. . . . .	50
Expenses of Trustees. . . . .	500
Insurance. . . . .	<u>600</u>
	\$35,000

[[The following minutes are typed and inserted into the ledger book.]]

April 28, 1914

Pursuant to a call of the President of the Board, The Board of Trustees of the State Normal and Industrial School for Women at Harrisonburg met in the Science Hall of the school on this date, the meeting being called to order by the President, and the following members being recorded as present: Messrs. Keezell, Golsan, Moore, Clement, Horsley, Stone, Weaver, Early, and King. The Secretary of the Board and the School Architect were also present.

The minutes of the last meeting were read and approved.

The purpose of the called meeting was stated by the Chairman, namely, the consideration of bids for the erection of the Dining Hall (or Students') Building. It appeared that only one firm had submitted a proposal, namely, Messrs. Wm. W. Bucher & Son, of Harrisonburg, Virginia. The President of the School and the School Architect stated that they had advertised for proposals in two of the Richmond daily papers and in the Harrisonburg paper during a period of two weeks as shown by the copy of the advertisement appended to these minutes. The architect also stated that he had given personal invitations to bidders on other State work to bid on this contract.

Before opening the bid of Messrs. Bucher & Son the architect was asked to give an estimate on the building, for the guidance of the Board. He stated that this building is substantially the same as was designed by him and approved by the Board two years before, that the amount estimated as necessary for the erection of the building was \$65,000.00, including the heating, and that this amount had been requested of the

General Assembly for the purpose. The architect further declared that he had no hope of getting the building for the appropriation made by the General Assembly, namely, \$50,000.00, and that he had therefore asked for alternate bids No. 1 and No. 2, which provided for leaving portions of the building uncompleted. He also explained that his estimate for alternate bid No. 2 was \$50,000.00, exclusive of the heating and the architects' fees, and that it would probably be necessary to make further revision if no more funds were available. The architect stated that the stack for the present heating plant was being severely taxed and that heating of the new building would be difficult from the present plant even

with the addition of another boiler. It had been hoped that the last General Assembly would provide further funds for the removal of the boilers to a new heating and power plant. In the opinion of the architect additional strain on the building might result injuriously and would be inadvisable if possible to avoid it.

Upon motion of Col. Golsan the bid of Messrs. Bucher & Son was opened, and found to be as follows:-

- (1) For entire building as called for by the plans and specifications, \$63,684.00.
- (2) For alternate bid No. 1, as provided for in the specifications, \$56, 725.00.
- (3) For alternate bid No. 2, as provided for in specifications, \$51, 325.00.

It being found that these bids in every case exceeded the amount at the disposal of the Board for the purpose, it was decided to award the contract to Messrs. Bucher & Son, provided certain eliminations and substitutions are made so as to bring the total amount including architects' fees within the sum of \$50,000.00, said sum being the amount of the appropriation made by the General Assembly for the erection of this building. Mr. Russell S. Bucher of the firm bidding for the work was called in and asked for suggestions as to how the amount might be cut down to the proper figure. After careful consideration of the suggestions made by Mr. Bucher and the architect, the following resolution was offered by Mr. Stone:

“Resolved, first, that the contract for the Dining Hall Building be awarded to Messrs. W. M. Bucher & Son on the basis of their bid for Alternate No. 2, which according to their bid is \$51,325.00, subject to the following deductions:-

Substitution of metal lath and plaster for metal ceilings	\$750.00
Omission of front porch and porch wall,	1,000.00
Substitution of heating apparatus to the amount of \$1,500.00, instead of the amount of \$3,000.00 as contained in the bid	1,500.00
Substitution of yellow pine for oak interior finish thruout	<u>456.00</u>
<u>Total Deductions,</u>	<u>\$3,706.00</u>
<u>Leaving net bid</u> . . . . .	\$47,619.00

This award is made with the distinct understanding that if there are any extras unforeseen or extra foundations or extra excavations due to bad foundations as provided for in the specifications and for which the contractor has a right to charge beyond the amount of this award the president of the school and the architect shall make such deductions from the plans and specifications as shall be necessary to pay for same, and make such alterations in the above deductions as they may deem wise, but in no event shall the amount paid the contractors plus the architects’ fees be more than \$50,000.00.

“Resolved, second, that the president and secretary of the Board of Trustees be and they are hereby authorized, for and on behalf of the school, to enter into a contract with the said contractors carrying out the foregoing provisions, and that a copy of said contract be filed as a part of the minutes of this meeting.”

Upon these resolutions the following vote was recorded: Members voting in the Affirmative: Messrs. Keezell, Early, Stone, Moore, Weaver, King, Golsan, Horsley, and Clement. Members voting in the Negative: None.

The following resolutions being offered by Dr. Stone, were unanimously adopted by the Board:

“Resolved, that the resolution of September 15, 1908, be reaffirmed, namely, that the drawings prepared by Mr. Charles M. Robinson, the architect of this Normal School, embody the ideals and general policy of this Board of Trustees as to the ultimate plans for the grounds and buildings.

“Resolved, second, that the services of the architect have been eminently satisfactory, and the present Board of Trustees commend him and his plans to the incoming State Normal School Board.”

No further business being presented, the Board adjourned.

Respectfully submitted,

*Julian A. Burruss*

Secretary.

[[The following contract is typed and inserted into the ledger book.]]

Charles M. Robinson

Architect

Richmond, VA.

ESTIMATE for Students' Building, Normal School Amount of Estimate \$63684.00

April 28 1914

Mr. Julian A Burruss, Harrisonburg, Va.

The undersigned propose to perform all the LABOR and to furnish all the MATERIAL required for the erection of the Students' Building at State Normal School as per plans and specifications for same prepared by Chas. M. Robinson Inc. Archts. Richmond, Va.

Located at Harrisonburg, Va.

Owner State of Virginia

in accordance with the plans and typewritten instructions and specifications at your office, for the sum of Sixty-Three Thousand Six-Hundred and Eighty-four (\$63684.00) Dollars,

Remarks: Extra Exavations 65 ¢ per yd, if in deep trenches \$1.00 per yard  
Extra stone wall \$6.00 per yard

Name W. M. Bucher & Son

Address Harrisonburg, Va

Alternate Bids as per Specifications,

Alternate bid #1 for the sum of  
Fifty-six Thousand Seven Hundred and Twenty-five (\$56725.00) Dollars



Page 83 Continued

Alternate bid #2 for the sum of

Fifty-one Thousand Three Hundred and Twenty-five (\$51325.00) Dollars

If all heating is omitted deduct from 2d alternate the sum of Three Thousand (\$3,000.000) Dollars

If plumbing fixtures and setting same is omitted deduct the sum of Two Hundred Dollars (\$200.00)

Builder will confer a favor on the Architect by using this form.

[[Blank]]

[[The following minutes and statements have been inserted into the ledger book.]]

[[Stamped: Copy]]

STATEMENT OF RECEIPTS AND DISBURSEMENTS OF GEO. N. CONRAD,  
 TREASURER OF THE STATE NORMAL AND INDUSTRIAL SCHOOL FOR  
 WOMEN AT HARRISONBURG, FROM MARCH 1, 1914, TO SEPTEMBER 15, 1914,  
 INCLUSIVE.

\*\*\*\*\*

To balance in The Rockingham National Bank, at close of business February 28, 1914,	\$7,525.60
To amt. received from Auditor of Public Accounts for maintenance, for months of March, April, May, June, July, August, and September,	20,416.62
To amt. received from J.A. Burruss, President of the School	21,475.11
To amt. received from Insurance Company, for loss.	97.00
To amt. received from Auditor of Public Accounts, on account of improvements, and deposited in Peoples Bank,	<u>13,333.33</u>
Total receipts,	\$62,847.66
By total State Appropriation Warrants pd.	\$19,189.00
“ total President’s Warrants, School Account, pd.	25,356.64
“ “ Board Warrants, pd.	1,383.86
“ “ President’s “ “	460.50
“ “ “ “ “	
(Special, on account appropriations for buildings,)	11,637.16

Page 85 Continued

X By check to Miss Julia T. Sprinkel for X balance in Rockingham Bank, At close of business Sept. 15, 1914,	3, 184.33	
X By check to Miss Julia T. Sprinkel for X balance in Peoples Bank at close of business Sept. 15, 1914,	1,696.17	
	X 62,847.66 X	

\* \* \* \* \*

We the undersigned hereby certify that we have carefully examined the above statement, comparing it with books and vouchers, and have found the same correct.

Julian A. Burruss  
President, State Normal School

Julia T. Sprinkel  
Treasurer and Bookkeeper, S. N. S.

October 9, 1914

[[The following letter is also inserted into the ledger book at page 85.]]

[[Stamped: Copy]]

State Normal and Industrial School for Women

HARRISONBURG, VIRGINIA

OFFICE OF THE PRESIDENT

September 15, 1914.

This is to certify that I have received this day from MR. Geo. N. Conrad,  
Treasurer of the State Normal and Industrial School for Women at Harrisonburg the sum  
of FOUR THOUSAND, EIGHT HUNDRED AND TWENTY DOLLARS AND FIFTY  
CENTS (\$4,820.50) in checks as follows:

Page 85 Continued

Rockingham National Bank	\$3,124.33
Peoples Bank	1,696.17

the said sum being the amount of balance in his hands as shown by statement of receipts and disbursements from March 1, 1914, to September 15, 1914, inclusive.

Julia T. Sprinkel  
Treasurer, State Normal School  
for Women at Harrisonburg.

[[The following letter is also inserted onto page 85.]] [[The date—Oct. 9-1914—is stamped onto the letter.]]

CABLE ADDRESS "MARCASCO." CAPITAL AND SURPLUS OVER \$2,400,000.00

MARYLAND CASUALTY COMPANY  
JOHN T. STONE, PRESIDENT

HOME OFFICE  
BALTIMORE

BURKE & PRICE  
AGENTS  
HARRISONBURG, -:- VA.

Oct. 5<sup>th</sup>. 1914.

Prof. Julian A. Burruss, President,  
State Normal School,  
Harrisonburg, Va.,

Dear Prof. Burruss: -

Regarding our conversation of Saturday, reference bond of Geo. N. Conrad, treas. State Normal School, Mr. Price was in Staunton to-day and took up with Col. Perry, the matter of retiring Mr. Conrad's bond. He stated that under the

Page 85 Continued

circumstances, if you will make up a condensed statement, showing receipts and disbursements of Mr. Conrad since last report, a certificate from you as to the correctness together with an acknowledgment by Miss Sprinkel of the balance as shown thereunder, will be sufficient. We are also pleased to advise you we succeeded in having the charge for bond of Mr. Conrad discontinued on date of Miss Sprinkel's appointment, therefore, only a small amount will be charged under Conrad bond.

We will appreciate you attention to this subject and trust our action in the premises will meet with your approval.

Very truly yours,

Burke & Price

[[Blank]]

[[The following documents are typed and inserted into the ledger book.]]

President Burruss of the Harrisonburg School presented a request from Miss Natalie Lancaster, instructor in Mathematics, for a leave of absence with half pay, from February 1, 1915 to the end of the present school session, and stated that her work could be carried on by other members of the faculty without cost to the school. Upon motion of Mr. Shackelford, the Board granted the request, provided arrangements for the work can be made satisfactory to the president of the school.

[The following statement is handwritten at the bottom of this note.]]

A correct extract from the minutes of a meeting of the Virginia Normal School Board held Dec. 15, 1914.

A. Stuart Robertson, Secy. Aud.

VIRGINIA NORMAL SCHOOL BOARD.  
A. STUART ROBERTSON, SECRETARY-AUDITOR.

STAUNTON, VA. Dec. 21, 1914

Mr. Julian A. Burruss, President,

State Normal School.

Harrisonburg, Va.

Dear Mr. Burruss: -

Your letter of December 17<sup>th</sup> was duly received, and I have incorporated the minute suggested by you in the minutes of the meeting, and hand you herewith a copy of the same for your files.

Our visit to Harrisonburg was most enjoyable,

And I wish to thank you for your cordial hospitality.

With kind regards and best wishes for a very happy Christmas,



Page 87 Continued

I am

Yours very truly,

A. Stuart Robertson.  
Secretary-Auditor.

A.S.R./W

Enclosure.

[[Blank]]

Class

Name

Address

Class	Name	Address	Amount
Harrisonburg	Allen, R. E. Lee	City	5.00
“	Baugher, P.H.	City	15.00
“	Bell, Andrew	“	10.00
“	Berry, W. F. & Son	“	50.00
“	Biedler, J. M.	“	25.00
“	Blackburn, J.F.	“	50.00
“	Bradshaw Motor Co. Inc.	“	25.00
“	Brock Hardware and Harness Co.	“	50.00
“	Brown Bros.	“	10.00
“	Brown, R. R.	“	50.00
“	Bucher, R. S.	“	200.00
“	Cauter, H. M.	“	15.00
“	City Produce Exchange (By E. Blosser)	“	50.00
“	Clive’s Music Store	“	5.00
“	Coffman, Chas. F.	“	50.00
“	“, E. S.	“	5.00
“	Coiner Furniture Co.	“	35.00
“	Conrad, Dr. Chas. E.	“	25.00
“	“, Geo. N.	“	25.00
“	“, Faird F.	“	25.00
“	Co-operative Drug Co.	“	50.00

Subscriptions	Payments
---------------	----------

Cash	First	Second	Fist	Second	Third	Total
5.00	--	--	5.00			5.00
--	July 1/21 -7.50	Jan. 1/22 - 7.50	Sept. 22/21 - 7.50	Jan. 7/22 - 7.50		15.00
--	"-5.00	"-5.00	July 4/21 - 5.00	Jan. 17/22 - 5.00		10.00
--	"-25.00	"-25.00	July 4/21 - 25.00	May 20/22 - 25.00		50.00
--	"-12.50	"-12.50	Aug. 26/21 - 12.50	Jan. 23/22 - 12.50		25.00
--	"-25.00	"-25.00	Sept 22/21 25.00	Jan. 7/22 - 25.00		50.00
--	"-12.50	"-12.50	Out of Business			--
--	"-25.00	"-25.00	July 14/21 - 25.00	Jan. 7.22 - 25.00		50.00
--	"-10.00		July22/21 - 10.00	--	--	10.00
Liberty Bond			Dec. 7/21 - 50.00			50.00
--	July 1/21 -100.00	Jan. 1/22 - 100.00	Aug. 4/21 - 100.00	Jan. 7/22 - 100.00	--	200.00
15.00	--	--	15.00			15.00

--	July 1/21 -25.00	Jan. 1/22 -25.00	July 14/21 --\$25.00	Jan. 19/22 -25.00	--	50.00
--	" -2.50	" -2.50	July 14/21 -2.50	Jan. 19/22 -2.50	--	2.50
			Oct. 22/21 -50.00	--	--	50.00
5.00	--	--	5.00			5.00
--	July 1/21 -25.00	Jan. 1/22 -10.00	Oct. 22.21 -25.00	Jan. 7/22 -10.00		35.00
25.00	--	--	25.00			25.00
25.00	--	--	Sept. 22/21 - 25.00	--	--	25.00
--	July 1/21 -12.50	Jan. 1/22 -12.50	July 14/21 -12.50	Jan. 7/22 -12.50		25.00
50.00	--	--	50.00			50.00

[The following note is handwritten and was inserted, unattached to page 91.]

Senior play; Junior Class;

Presented to Alma Mater  
 By  
 Class of 1915  
 In loving memory  
 Of  
 Althea Lee Adams  
 Corinne Jones Fletcher  
 Kathleen Purcell  
 Con.'al Lighting Standard for  
Alumnae Bldg.

Class	Name	Address	Amount
Harrisonburg	Dean, Wm.	City	100.00
“	Dechert, W. F.	“	50.00
“	De Gryse, J. J.	“	25.00
“	Denton, E. Warren	“	25.00
“	“ , J.S. & Son	“	50.00
“	Devier, D. Clint	“	45.00
“	Deyerle, Dr. J.H.	“	25.00
“	Dutrow, Wm B.	“	50.00
“	Ewing, I. S.	City	25.00
“	Figgatt, W. L.	City	50.00
“	First National Bank	“	250.00
“	Fletcher Bros	“	50.00
“	Foley’s Shoe Hospital	“	20.00
“	Fravel, J. S.	“	50.00
“	Friddle, L. E.	“	25.00

“	Gambill, J.R.	City	5.00
“	Garber, B. F.	“	25.00
“	“, J.D.	“	15.00
“	“, J. S.	“	20.00
“	Good, J. E. & Son	“	50.00
“	Gould, Frank	“	100.00

Subscriptions	Payments
---------------	----------

Cash	First	Second	First	Second	Third	Total
--	July 1/21 – 50.00	Jan. 1/22 – 50.00	July 14/21 – 50.00	Jan. 7/22 – 50.00		100.00
--	“ – 50.00	--	July 22/21 – 50.00	--	--	50.00
25.00	--	--	Jan. 20/21 – 25.00	--	--	25.00
--	July 1/21 – 12.50	Jan. 1/22 – 12.50	July 22/21 – 12.50	Jan. 7/22 – 12.50		25.00
--	“ – 25.00	“ – 25.00	July 22/21 – 25.00	Jan. 7/22 – 25.00		50.00
15.00	“ – 15.00	“ – 15.00	Jan. 20/21 – 15.00	July 22/21 – 15.00	Jan. 7/22 – 15.00	45.00
25.00	--	--	Sept. 22/21 – 25.00	--	--	25.00
--	July 1/21 – 25.00	Jan. 1/22 – 25.00	Oct. 10/21 – 25.00	Feb. 10/22 – 25.00	--	50.00
--	July 1/21 – 12.50	Jan. 1/22 – 12.50	July 22/21 – 12.50	Jan. 26/22 – 12.50	--	25.00
--	July 1/21 – 25.00	Jan. 1/22 – 25.00	Apr. 24/22 – 50.00			50.00
250.00	--	--	July 22.21 – 250.00	--	--	250.00





Class	Name	Address	Amount
Harrisonburg	Haas, T.N.	City	15.00
“	Hamaker, A. H.	“	10.00
“	Hammer, Chas. A.	“	25.00
“	Harnsberger, C. G.	“	50.00
“	Harris, John T.	“	50.00
“	Harrisonburg Electric Supply Co.	“	20.00
“	Harrisonburg Grocery Co.	“	50.00
“	Harrisonburg Ice Corp.	“	25.00
“	Harrisonburg Implement Co.	“	15.00
“	Harrisonburg Milling Co.	“	50.00
“	Hawkins Hardware Co.	“	15.00
“	Hayden, F. S.	“	20.00
“	Higgs, K. M.	“	50.00
“	Hirsch Bros.	“	5.00
“	Houck, J. T.	“	50.00
“	Iseman, I.	City	100.00







Class	Name	Address	Amount
Harrisonburg	Kavanaugh, J. M.	City	50.00
“	Lineweaver Bros.	City	25.00
“	Lineweaver Motor CO.	“	25.00
“	Lineweaver, Walter T.	“	25.00
“	Little, Rev. G. K.	“	25.00
“	Loewner Bros.	“	5.00
“	Lonergan, E. J.	“	25.00
“	Lupton, J. R.	“	25.00
“	Martz, C. T.	City	20.00
“	“, Edw. C.	“	10.00
“	Masters, O. M.	“	25.00
“	Menifee, W. M.	“	25.00
“	Merchants Grocery & Hdwr. Co.	“	50.00
“	Miller, E. R. (Dr.)	“	100.00
“	Millner Dairy Co.	“	50.00
“	Mitchell, W. D. (Rev.)	“	10.00
“	Morrison, Jus. W.	“	25.00
“	Mutual Milling & Supply Co.	“	20.00



Subscriptions			Payments			
Cash	First	Second	First	Second	Third	Total
25.00	July 1/21 – 25.00	--	25.00	July 14/21 – 25.00		50.00
--	July 1/21 – 12.50	Jan. 1/22 – 12.50	July 22/21 – 12.50	Jan. 7/23 – 12.50		25.00
--	“ – 12.50	“ – 12.50	Oct. 24/21 – 12.50			
--	--	“ – 25.00	Mar. 15/22 – 25.00			25.00
--	July 1/21 – 12.50	“ – 12.50	Sept. 22/21 – 12.50			
5.00	--	--	5.00	--	--	5.00
--	July 1/21 – 12.50	Jan. 1/22 – 12.50	Oct. 24/21 – 12.50	Jan. 7/22 – 12.50	--	25.00
--	“ – 12.50	“ – 12.50	July 14/21 -- \$12.50	Jan. 6/22 – 12.50		25.00
--	July 1/21 – 10.00	Jan. 1/22 – 10.00	July 14/21 – 10.00	Jan. 16/22 – 10.00	--	20.00
10.00	--	--	10.00	--	--	10.00
25.00	--	--	25.00	--	--	25.00









Subscriptions			Payments			
Cash	First	Second	First	Second	Third	Total
5.00	--	--	5.00	--	--	5.00
200.00	--	--	July 14/21 – 200.00			200.00
--	July 1/21 – 100.00	July 1/22 – 100.00	Aug. 26/21 – 100.00	Jan. 26/22 Jas. Ney & Sons – 100.00		200.00
10.00	--	--	10.00	--	--	10.00
--	July 1/21 – 25.00	Jan. 1/22 – 25.00	July 22/21 – 25.00	Jan. 6/22 – 25.00		50.00
12.50	July 1/21 – 12.50	--	Sept. 22/21 – 12.50			
--	“ – 25.00	Jan. 1/22 – 25.00	Aug. 16/21 – 25.00			
5.00	“ – 5.00	--	June 30/21 – 5.00	Jan. 16/22 – 5.00		10.00
--	“ – 12.50	Jan 1/22 – 12.50	Dec. 7/21 – 12.50	Apr. 11/22 – 12.50		25.00



Class	Name	Address	Amount
Harrisonburg	Saune, Jus. R.	City	25.00
"	Schwanenfeld, Jacob	"	5.00
"	Shriver, R. B.	"	5.00
"	Shue, Geo. E.	"	25.00
"	Snell, Elmer	"	10.00
"	Spiro, Morris	"	10.00
"	Staples and Warren	"	25.00
"	Staples Motor Co.	"	10.00
"	Star Bakery (Fred D. Kite)	"	25.00
"	Stickley, J.	"	10.00
"	Strange, T. J.	"	10.00
"	Sublett, F. L.	"	25.00
"	Sugar Bowl Co. (F. C. Stipes)	"	100.00
"	Switzer, W. C.	"	25.00
"	Thomas, P.S.	City	50.00
"	Thompson, T. N.	"	25.00
"	Trobaugh, Walter	"	25.00
"	Troy Steam Laundry	"	50.00



Subscriptions			Payments			
Cash	First	Second	First	Second	Third	Total
--	July 1/21 – 25.00	--	July 14/21 – 25.00	--	--	25.00
--	“ – 5.00	--	July 14/21 – 5.00			5.00
5.00	--	--	Dec. 17/21 – 5.00			5.00
--	July 1/21 – 12.50	Jan. 1/22 – 12.50	Oct. 24/21 – 12.50			
10.00	--	--	10.00	--	--	10.00
--	July 1/21 – 10.00	--	July 14/21 – 10.00			10.00
--	“ – 12.50	Jan. 1/22 – 12.50	Jan. 7/22 – 12.50			
10.00	--	--	Sept. 22/21 – 10.00	--	--	10.00
--	July 1/21 – 12.50	Jan. 1/22 – 12.50	Out of business			--
10.00	--	--	Jan. 3/22 – 10.00			10.00
--	July 1/21 – 5.00	Jan. 1/22 – 5.00	July 22/21 – 5.00	Jan. 18/22 – 5.00	--	10.00
25.00	--	--	Oct. 10/21 – 25.00	--	--	25.00
--	July 1/21 – 50.00	Jan. 1/22 – 50.00				







Class	Name	Address	Amount
Harrisonburg	Valley Feed & Coal Co.	City	10.00
"	Valley Hardware Co.	"	25.00
"	Virginia Heating & Plumbing Co.	"	50.00
"	Weaver, Hershey H.	City	25.00
"	Wetsel, H.W.	"	10.00
"	Wiener, E.G.	"	50.00
"	Williamson, J.W.	"	50.00
"	Wilton Hardware Co.	"	100.00
"	Wilson, B.F. (Dr.)	"	50.00
"	" , W.D	"	10.00
"	Wine, D. P.	"	100.00
"	" , E.C.	"	25.00
"	Wise, Herman & Sons	"	50.00
"	Yager, Thos. P.	City	50.00
"	Yancey, J.G.	"	25.00



Subscriptions			Payments			
Cash	First	Second	First	Second	Third	Total
--	July 1/21 – 10.00	--	Sept. 22/21 – 10.00	--	--	10.00
--	-- – 12.50	Jan. 1/22 – 12.50	July 1/22 – 12.50	Jan. 7/22 – 12.50		25.00
--	-- – 25.00	-- – 25.00	Jan. 26/22 – 25.00	Oct. 20/22 – 25.00	--	50.00
--	July 1/21 – 12.50	Jan. 1/22 – 12.50	July 14/21 – \$12.50	Jan. 19/22 – 12.50		25.00
--	-- – 5.00	-- – 5.00	Oct. 24/21 – 5.00	Feb. 10/22 – 50.00	--	10.00
--	-- – 25.00	-- – 25.00	May 26/22 – 50.00	--	--	50.00
--	-- – 25.00	-- – 25.00	July 22/21 – 25.00	Jan. 7/22 – 25.00		50.00
--	-- – 50.00	-- – 50.00	Aug. 26/21 – 50.00			
			Sept. 22/21 – 25.00	Oct. 7/22 – 25.00	--	50.00
--	July 1/21 – 5.00	Jan. 1/22 – 5.00				
--	-- – 50.00	-- – 50.00	Sept. 22/21 – 50.00	Oct. 11/22 – 50.00	--	100.00
			Nov. 9/21 – 25.00	--	--	25.00
--	July 1/21 – 25.00	Jan. 1/22 – 25.00	July 22/21 – 25.00	Jan. 7/22 – 25.00		50.00



Class	Name	Address	
			Amount
Faculty	Anthony, Katherine M.	City	100.00
“	Bell, Mary I.	The Walford, Richmond, Va	50.00
“	Bishop, Lillie Belle	City	10.00
“	Brinton, Grace	“ – Brighton, Iowa	25.00
“	Buchanan, Virginia	“ – 402 High Street, Petersburg	25.00
“	Burruss, Julian A.	Blacksburg, Va	100.00
“	Baugh, Ada	Broadway, Va	5.00
“	Chappelear, Geo. W. Jr.	City	50.00
“	Cleveland, Elizabeth, P.	“ – Palmyra, Va	100.00
“	Converse, Henry A.	“ –	35.00
“	Cornell, Mary E.	“	10.00
“	Coal, N. D.		2.50
“	Day Lotta	City	100.00
“	Dingledine, Raymond C.	“	60.00
“	Duke, Samuel P.	“	300.00
“	Firebaugh, T. C.	City	50.00
“	Franke, Louise		20.00

“	Gifford, W. J.	City	50.00
“	Gregg, Rachel E.	State Board of Ed., Richmond	25.00
“	Gleason, Edna		20.00
“	Harnsberger, Elizabeth	City	25.00
“	“, Virginia	“	25.00
“	Hawkins, Ruth B.	“	20.00
“	Hoffman, Margaret V.	“ – Woodstock, Va	50.00
“	Hudson, Ruth S.	“ – Luray, Va	50.00



Subscriptions			Payments			
Cash	First	Second	First	Second	Third	Total
20.00	Dec. 15/21 – 40.00	June 15/22 – 20.00	Feb. 5/21 – 20.00	Nov. 7/21 – 40.00	June 7/22 – 40.00	100.00
[figure erased]	Mar. 18/21 – 25.00	Jan. 18/22 – 25.00	Apr. 29/21 – 25.00	Apr. 28/22 – 25.00	--	50.00
10.00	--	--	Jan. 20/21 – 10.00	--	--	10.00
--	Jan. 15/21 – 10.00	Mar. 15/21 – 15.00	May 2/21 – 15.00	May 30/21 – 10.00	--	25.00
--	Feb. 14/21 – 25.00	--	June 6/21 – 25.00	--	--	25.00
--	Mar. 24/21 – 50.00	May 24/21 – 50.00	May 11/21 – 100.00	--	--	100.00
		Jan. 27/22 – 5.00	Dec. 15/21 – 5.00	--	--	5.00
--	Dec. 14/21 – 25.00	June 14/22 – 25.00	Mar 29/21 – 50.00	--	--	50.00
25.00	Dec. 14/21 – 37.50	Dec. 14/22 – 37.50	May 16/21 – 25.00	July 22/21 – 75.00	--	100.00
10.00	Dec. 14/21 – 10.00	Dec. 14/22 – 15.00	Jan. 20/21 – 10.00	Nov. 2/21 – 10.00		
10.00	--	--	Jan. 20/21 – 10.00	--	--	10.00
2.50	Aug. 16/21	--	Aug. 16/21 – 2.50			2.50
--	Sept. 12/21 – 10.00	--	Nov. 2/21 – 100.00			100.00

10.00	Sept. 14/21 – 25.00	Mar. 14/22 – 25.00	May 17/21 – 10.00	Sept. 22/21 – 25.00		
100.00	Dec. 14/21 – 100.00	Dec. 14/22 – 100.00	Oct. 12/21 – 50.00	Oct. 29/21 – 50.00	200.00	\$300.00
25.00	Apr. 27/21 – 25.00	--	Jan. 20/21 – 25.00	Mar. 15/22 – 25.00	--	50.00
	Nov. 29/21 – 20.00		Nov. 29/21 – 20.00	--	--	20.00
16.67	Dec. 14/21 – 16.66	Dec. 14/22 – 16.67	16.67	Nov. 12/21 – 33.33	--	50.00
5.00	July 7/21 – 10.00	Mar 7/22 – 10.00	Mar. 7/21 – 5.00	Mar. 6/22 – 10.00		
5.00	Feb. 14/22 – 10.00	Mar. 14/22 – 5.00	Nov. 18/21 – 5.00	Mar. 15/22 – 15.00		20.00
10.00	Feb. 15/21 – 15.00	--	Dec. 20/20 – 10.00	Feb. 3/21 – 15.00	--	25.00
5.00	Feb. 14/21 – 10.00	Apr. 14/21 – 10.00	Jan. 27/21 – 5.00	Feb. 3/21 – 10.00	Apr. 11/21 – 10.00	25.00
10.00	Feb. 17/21 – 10.00	--	Jan. 20/21 – 10.00	Mar. 29/21 – 10.00	--	20.00
25.00	Jan. 27/22 – 25.00	--	May 31/21 – 25.00	Feb. 24/22 – 25.00	--	50.00

10.00	Dec. 15/21 – 15.00	Feb. 10/22 – 25.00	Apr. 29/21 – 25.00	Feb. 24/22 – 25.00	--	50.00





Subscriptions			Payments			
Cash	First	Second	First	Second	Third	Total
--	Feb. 14/21 – 25.00	--	June 6/21 – 25.00	--	--	25.00
33.33	Dec. 15/21 – 33.33	Mar. 15/22 – 33.34	Sept. 22/21 – 50.00			
5.00	June 14/21 – 15.00	Dec. 14/21 – 15.00 June 14/22 – 15.00	Sept. 22/21 – 15.00	Dec. 12/21 – 20.00		
			Special 1.50			1.50
25.00	Apr. 14/21 – 25.00	Dec. 14/21 – 25.00	Dec. 15/20 – 25.00	Oct. 22/21 – 25.00	Nov. 29/21 – 25.00	75.00
10.00	Nov. 14/21 – 20.00	Nov. 14/22 – 20.00				
10.00			Oct. 26/21	--	--	10.00
25.00	Sept. 1/21 – 25.00	--	Mar 10/21 – 25.00	Sept. 22/21 – 25.00	--	50.00
--	Apr. 14/21 – 50.00	Mar. 14/22 – 50.00				
			July 14/21 – 50.00	--	--	50.00
--	Mar. 14/21 – 25.00	June 14/21 – 25.00	May 2/21 – 50.00	--	--	50.00



Class	Name	Address	Amount
Faculty	Seeger, Mary Louise	City – 618 East Baltimore St Michigan City, Ind.	50.00
“	Smithey, Wm R	University, Va.	10.00
“	Spitzer, Lucy E.	City – Broadway, Va.	25.00
“	Sprinkel, Julia T.	“	25.00
“	Trappe, Elizabeth	City	10.00
“	Wayland, John W.	City	100.00
“	Whitesel, Vada	“	25.00
“	Wilson, Myrtle	“ -1510 Battery St. Little Rock, Ark.	100.00





Subscriptions			Payments			
Cash	First	Second	First	Second	Third	Total
25.00	June 14/21- 25.00	--	June 30/21- 50.00	--	--	50.00
--	June 1/21- 10.00	--				
25.00	--	--	Jan. 21/22- 12.50	--	--	25.00
--	July 21/21- 12.50	Jan. 21/22- 12.50				
10.00	--	--	Jan. 20/21 10.00	--	--	10.00
5.00	Mar. 15/21- 20.00 June 15/21- 25.00	Sept. 15/21- 25.00 Dec. 15/21- 25.00	May 31/ 21-25.00	Dec. 23/21- 25.00	Apr/ 18/22- 25.00	
--	Dec. 15/21- 25.00	--	Dec 3/21- 25.00			25.00
--	May 14/21- 50.00	Nov. 14/21- 50.00	May 31/21- 50.00	Nov. 4/21- 25.00		



Class	Name	Address	Amount
Degree- 1921	Browne, Sallie L. Portsmouth	Route 4, Charlottesville	10.00
“	`, Mary L.	Purcellville, Va.	15.00
“	Ferguson, Mary W.	Clifton Station, Va.	10.00
“	Loewner, Elise H. Roanoke	Harrisonburg, Va.	25.00
“	Murphy, Elizabeth Alexandria	Staunton, Va.	15.00
“	Parrott, Ethel Portsmouth	Standardsville, Va.	10.00
“	Potts, Laudelle Winchester	Round Hill, Va.	25.00
“	Reed, Lema M.	Penn Laird, Va.	Extra sub. 5.00 5.00
“	Rodes, Ruth	Greenwood, Va.	10.00
“	Sadler, Verqilia P.	Buckingham, Va.	25.00
“	Thrasher, Mary	Fairfax, Va.	10.00
“	The Class	State Normal School	50.00
P.G.- 1921	Ewing, Elizabeth Hav	Harrisonburg, Va.	5.00
“	Heidelberg, Rosa P. School	Rustburg, Va.	10.00
“	Lacy, Dorthy E.	Scottsburg, Va.	10.00
“	Morgan, Penelope C. School	Route 3 Danville, Va.	10.00
“	Phillips, Mary J.	374 Bedford Ave., Bedford, Va.	10.00
“	Sagle, Edith V.	Route 2, Harpers Ferry, W. Va.	15.00
“	Seebert, Margaret	Lexington, Va.	10.00
“	Fosque, Dorthy H.	Wachapreaque, Va.	10.00
	Aistrop, Maizie		2.00
Senior- 1921	Abbott. Margarete L.	Bedford Springs via Evington, Va.	10.00

“	Barber, Helen L.	Round Hill, Va.	10.00
“	Baker, Ester	Chincoteague, Va. (marries Jun. 4/21)	10.00
“	Baldwin, Estelle	Pulaski, Va.	5.00
“	Bare, Reva Natural Bridge	Lexington, Va.	10.00
“	Beatty, Louise Sucketts, Va	Lovettsville, Va.	10.00
“	Bellerby, Hazel Riv Visitor	Route 7. South Richmond, Va.	10.00
“	Bottom, Coralease Richmond	1614 Third Ave.. Richmond, Va.	10.00
“	Bourdon, Susie F.	Mc Kenney Va.	10.00
“	Bowles, Lucile	Saudidges, Va.	10.00
“	Branham, Willie Cherrydale, Va	Nortonsville, Va.	5.00
“	Buckley, Frances 00.0	Clifton Station, Va.	10.00
“	Bullard, Marjorie School	216 Fairfax Street., Bluefield, W.Va.	10.00
“	Burgess, Virginia	Fork Union, Va.	5.00
“	Burkhardt, Elizabeth	1502 Park Ave., Richmond	10.00
“	Brown, Martha F.	Danville, Va.	5.00
“	Cameron, Anna S. School	341 51 <sup>st</sup> St. Newport News	15.00
“	Chittum, Frances E.	98 N. 18 <sup>th</sup> St., Harrisburg, Pa	10.00
“	Christian, Agnes	Appomattox, Va.	5.00

Subscriptions			Payments			
Cash	First	Second	First	Second	Third	Total
5.00	Dec. 15/21-5.00	--	Dec. 15/20-5.00	May 6/22-5.00	--	10.00
1.00	Nov. 27/21-14.00	--	Jan27/21-1.00	Dec. 15/21-14.00	--	15.00
2.00	Sept. 15/21-4.00	Dec. 15/21-4.00	Oct. 21/21-10.00			10.00
5.00	Feb. 15/21-10.00	May15/21-10.00	June 6/21-25.00	--	--	25.00
5.00	Sept. 16-5.00	June 16/22-5.00	Dec. 16/20-5.00	Nov. 7/21-5.00		
//(2.00)//	//(Mar 15/21-4.00)//	Nov. 15/21-10.00	Jan. 3/22-10.00	--	--	10.00
5.00	Oct. 15/21-10.00	Dec. 15/21-10.00	Jan. 6/21-5.00	Dec. 6/21-20.00		25.00
1.00	June 17/21-2.00	Oct. 17/21-2.00	Feb. 12/21-1.00	May 12/21-9.00	--	10.00
1.00	Sept. 16/21-5.00	June 16/22-5.00	June 4/21-1.00	Mar. 3/22-4.00	--	
5.00	Sept/ 15/21-5.00	June 15/22-15.00	May 4/21-5.00	June 6/22-10.00	Oct. 16/22-10.00	25.00
5.00	June 15/21-5.00	--	Jan. 3/22-10.00	--	--	10.00
50.00	--	--	Nov. 18/21-50.00	--	--	50.00
--	Apr. 24/21-	--	July 22/21-	--	--	5.00

	5.00		5.00			
--	May 21/21-5.00	Sept.21/21-5.00	May 11/21-5.00	Feb 3/22-5.00		10.00
10.00	--	--	Dec. 15/20-10.00	--	--	10.00
--	May 21/21-5.00	Sept.21/21-5.00	Sept. 22/21-10.00			10.00
--	Apr. 24/21-5.00	Oct. 24/21-5.00				
1.00	Nov. 27/21-14.00	--	Apr. 29/21-1.00	Jan. 3/22-14.00	--	15.00
5.00	June 16/21-5.00	--	Jan. 28/21-5.00	May 14/21-5.00	--	10.00
--	June 22/21-5.00	Nov. 22/21-5.00	Oct. 8/21-5.00	Jan. 10/22-5.00		10.00
2.00	June 7/21-2.00		June 7/21-2.00	--	--	2.00
2.00	Sept. 15/21- 3.00	June 15/22-5.00	May 10/21-2.00			
2.00	Sept. 15/21- 4.00	June 15/22-4.00	Mar. 10/21-2.00	Jan. 3/22. 8.00	--	10.00
--	Feb. 15/21-10.00	--				
5.00	--	--				
--	Jan. 25/21-10.00	--	Dec. 20/21-2.00			10.00
1.00	Oct. 11/21-9.00	--	Mar 10/21-1.00	Oct 12/21-9.00	--	10.00
2.00	Sept. 15/21- 4.00	Dec. 15/21-4.00	Mar 29/21-2.00	Mar. 20/22-8.00		10.00
2.00	Oct. 25/21-8.00	--	May 18/21-2.00	Jan. 6/22-8.00		10.00
10.00	--	--	Jan. 13/21-10.00	--	--	10.00
2.00	June 16/21-4.00	Dec. 16/21-4.00	May 12/21-2.00	Dec. 19/21-8.00		10.00
--	Jan. 28/22-5.00	--				

1.00	Oct. 28/21-9.00	--	Nov. 4/21-10.00			10.00
2.00	Sept. 15/21- 4.00	June15/22-4.00	May 12/21-2.00	Oct. 26/21-4.00		
1.00	Mar 11/21-2.00	May 11/21-2.00	Jan. 11/21-1.00	Apr. 23/21/4.00	--	5.00
2.00	Sept. 15/21- 4.00	June 15/22-4.00	Apr. 29/21-2.00			
			May 12/21-5.00	--	--	5.00
5.00	Sept. 15/21- 5.00	June 15/22-5.00	June 28/22-20.00			20.00
5.00	Mar. 15/21- 5.00	--	Mar. 31/21-10.00	--	--	10.00
--	Nov. 17/21- 5.00	--	Oct 22/21-10.00	--	--	10.00



Class	Name	Address	Amount
Senior- 1921	Daniel, Elizabeth Baskerville, Va	Charlotte C.H. Va.	10.00
“	Davidson, Mary	Lexington, Va.	10.00
“	Davis, Zadie K..	Pamplin, Va.	10.00
“	Deisher, Lila B.	Eagle Rock, Va.	10.00
“	Dellinger, Ruth	Mt. Jackson, Va.	5.00
“	Dickie, Alice	Roseland, Va.	5.00
“	Drew, Virginia T.	2903 Floyd Ave., Richmond, Va.	10.00
“	Dunn, Mary E.	Halifax, Va.	10.00
“	Elgin, Annie	Clifton Station, Va.	5.00
“	Elliot, Brenda	Shenandoah, Va.	10.00
“	Estes, Anna	Harrisonburg, Va.	5.00
“	Eubauk, Lucille	Bedford, Va.	3.00
“	Ebaus, Corinne	Waterview, Va.	6.00
“	“ , Ester, M.	3157 Floyd Ave., Richmond, Va.	15.00
“	Faulkner, Virginia E.	Blacksburg, Va.	5.00
“	Fulton, Ruth	164 N. Coalter St., Staunton	3.00
“	Funk, Margaret E.	Stepheus City, Va.	10.00
“	Fuqua, Louise	Drewry’s Bluff, Va.	10.00
“	Gardner, Mary Lee	108 St. James Ave., Suffolk, Va.	10.00
“	Garter, Mildred	City Point, Va.	10.00
“	Gilliam, Anne	24 Fillmore St., Petersburg	25.00
“	Gwaltney, Rebecca	Wakefield, Va.	10.00
“	Gwynn, Glays	601 Marshall Ave., Norfolk	10.00

“	Hardy, Mary Lees	817 S. Washington St., Winchester	25.00
“	Hauer, Florence	Clifton Forge, Va.	5.00
“	Heath, Helen H.	Wardtown, Va.	10.00
“	Henty, Grace	820 Jamison Ave., Roanoke, Va.	5.00
“	Heyl, Grace H.	University, Va.	10.00
“	Hodges, Marion E.	301 Halton St., Portsmouth, Va.	10.00
“	Holloran, Ella	1016 8 <sup>th</sup> St., Lynchburg, Va.	25.00
“	Hopkins, Rosa E.	R 4. Stuart, Va.	10.00
“	Hounshell, Florence	New Market, Va.	10.00
“	Houston, A. Louise	Fairfield, Va.	15.00
“	Huffman, Bertha A.	Mt. Sidney, Va.	10.00
“	Hundley, Annie K.	Whitmell, Va.	10.00
“	Hopkins, Gladys	Mc Gaheysville, Va.	10.00

Subscriptions			Payments			
Cash	First	Second	First	Second	Third	Total
--	July 17/22- 10.00	--	Apr. 13/22- 10.00			10.00
1.00	Jan. 28/22- 9.00	--				
--	Feb.11/21- 5.00	July11/21- 5.00	Jan. 10/22. 10.00	--	--	10.00
--	Sept. 15/21- 5.00	June 15/22- 5.00	Oct. 22/21- 5.00	Dec. 6/21- 5.00		10.00
5.00	--	--				
1.00	July 1/21- 1.00	Jan. 1/22- 3.00	Mar. 10/21- 1.00	Jan. 12/22. 4.00	--	5.00
2.00	Sept. 15/21- 4.00	Mar. 15/22- 4.00	June 6/21- 2.00	Aug. 4/21- 4.00	Mar. 10/22- 4.00	10.00
--	Apr. 11/21- 5.00	Oct. 11/21- 5.00	May 17/21- 5.00	Jan. 7/22- 5.00	--	10.00
--	Oct. 15/21- 5.00	--	Nov. 30/21- 5.00			5.00
2.00	Sept. 15/21- 4.00	June 15/22- 4.00	May 11/21- 2.00	Oct. 23/21- 8.00		10.00
--	Jan. 15/21- 1.00	Mar. 15/21- 2.00	Nov. 18/21- 3.00	--	--	3.00
2.00	Sept. 15/21- 2.00	June 15/22- 2.00	May 3/21- 2.00	Oct. 20/21- 2.00	Jan. 3/22- 2.00	6.00
5.00	Jan. 12/22-5.00	July 12/22- 5.00	Mar 10/21- 5.00	Feb. 8/22- 15.00		20.00

1.00	Oct. 11/21- 2.00	July 11/22- 2.00	Nov. 18/21- 5.00	--	--	5.00
3.00	--	--	Mar. 10/21- 3.00	--	--	3.00
//5.00//	//Mar. 15/21- 5.00//	Oct. 30. 1921	Oct. 12/21- 10.00	--	--	10.00
1.00	Sept. 15/21- 4.00	Dec. 15/21- 5.00	Mar. 29/21- 1.00	Oct. 20/21- 5.00	Jan. 3/22- 4.00	10.00
--	Jan. 27/22- 10.00	--	Apr. 26/22- 10.00	--	--	10.00
//2.00//	//June 15/21- 4.00//	//Sept. 15/21- 4.00// (will pay full subscription next year)	Feb. 8/22- 10.00	--	--	10.00
5.00	Sept. 15/21- 10.00	Dec. 15/21- 10.00	Jan. 27/21- 5.00	Oct. 7/21- 10.00	Dec. 13/21- 10.00	25.00
3.00	Mar. 15/21- 3.00	Aug. 15/21- 4.00	May 13/21- 6.00	Nov. 9/21- 4.00	-- 10.00	
--	July 25/22- 10.00	--				

25.00	--	--	Dec. 16/20- 25.00	--	--	25.00
//2.00//	//May 12/21- 3.00//	//Jan. 1. 1922//	Jan. 28/22. 5.00	--	--	5.00
2.00	Sept. 15/21- 4.00	June 15/22- 4.00	May 13/21- 2.00			
5.00	July 11/21- 2.00	July 11/22- 3.00	June 7/21- 5.00	--	--	5.00
10.00	--	--	Dec. 15/20- 10.00	--	--	10.00
3.00	Mar. 15/21- 4.00	May 15/21- 3.00	June2/21- 10.00	--	--	10.00
5.00	Sept. 15/21- 10.00	June 15/22- 10.00	May 13/21- 5.00			
2.00	Sept. 15/21- 4.00	June 15/22- 4.00	May 11/21- 2.00	Oct. 12/21- 4.00	June 5/22- 4.00	10.00
4.00	Apr. 12/21- 3.00	July12/21- 3.00	Jan. 27/21- 4.00	May 9/21- 3.00	Oct. 22/21- 3.00	10.00
5.00	June 15/21- 5.00	Sept.15/21- 5.00	Oct. 22/21- 5.00	Feb. 23/22- 8.00	--	
--	July 25/22- 10.00	--	July 14/22- 10.00			10.00
2.00	Sept. 15/21- 4.00	June 15/22- 4.00	May 7/21- 2.00	Nov. 29/21- 8.00	--	10.00
10.00			June 6/21/ 10.00	--	--	10.00

Class	Name	Address	Amount
Senior- 1921	Jackson, Marie F.	416 N. 34 <sup>th</sup> St., Richmond, Va.	10.00
“	Jameson, Alice	Boone Mill, Va.	5.00
“	Jarratt, Bernie	Jarratt, Va.	10.00
“	Jones, Frankie	New Castle, Va.	10.00
“	Kemp, Lena M.	Indian River Park. Hampton, Va.	10.00
“	Kilby, Marie E.	Hughes River, Va.	3.00
“	Kramar, Reba	Monterey, Va.	10.00
“	Lambert, Eunice (begin here)	McGaheysville, Va.	10.00
“	Land, Lucie	1223 N. Main St., Danville, Va.	5.00
“	Lee, Gladys	1011 E. Marshall St., Richmond, Va.	25.00
“	Lewis, Anna	Chilhowie, Va.	10.00
“	`, Margaret	Lynwood, Va.	10.00
“	Lyon, Hazel E.	908 Jefferson Ave., Pulaski, Va.	10.00
“	McCauley, Blanche	New Hope, Va.	10.00
“	McClung, Lucille	Eagle Rock, Va.	10.00
“	McGaha, Rita	Lovettsville, Va.	10.00

“	Mahoney, Katharine	Seven Mile-Ford, Va.	10.00
“	Martin, Margaret	Middlebrook, Va.	10.00
“	Mecartney, Virginia	Vaucluse, Va.	10.00
“	Miller, Vada C.	Bridgewater, Va.	6.00
“	“ , Vernice	R 7 Dr. Norfolk, Va.	10.00
“	Mish, Jessie B.	Greenville, Va.	10.00
“	Moon, Ruth P.	Scottsville, Va.	10.00
“	Moore, Martha K.	Limberville, Va	10.00
“	Morgan, Maisie	St. Simons Island, Ga	10.00
“	Morris, Charlotte	Gaylord, Va	10.00
“	Muse, Hellen	Petersburg, Va	10.00
“	Nichols, Gladys W.	2 Hatton St. Portsmouth, Va	10.00
“	Nock, Ellen S.	Wachapreague, Va.	5.00
“	Oakes, Frances L.	Whitmell, Va.	10.00
“	Patterson, Nelle	Harrisonburg, Va.	20.00
“	Pearce, Mearle	Marietta, Ga.	10.00
“	Peck, Chloe G.	1504 Chapman Ave., Roanoke, Va.	10.00
“	Phipps, Lula	Chincoteaque Island, Va.	15.00

Subscriptions			Payments			
Cash	First	Second	First	Second	Third	Amount
2.00	Sept. 15/21- 4.00	Dec. 15/21- 4.00	Jan. 11/22- 10.00	--	--	10.00
5.00	--	--	Jan. 17/21- 5.00	--	--	5.00
1.00	Sept. 16/21- 4.00	Dec. 16/21- 5.00	May 7/21- 1.00	Jan 17/22- 9.00	--	10.00
2.00	Sept. 16/21- 4.00	Mar. 15/22- 4.00	May 13/21- 2.00	Feb. 27/22- 8.00	--	10.00
--	Sept. 27/21- //8.00// 10.00	--				
--	Jan. 14/22- 3.00	--				
--	Jan. 15/21- 2.00	June 15/21- 2.00	Jan. 25/21- 2.00	Nov. 17/21- 6.00		
2.00	July 11/21- 4.00	Oct. 11/21- 4.00	Mar. 10/21- 2.00	Oct. 27/21- 4.00	Jan. 10/22 4.00	10.00
--	July 11/21- 5.00	--				
5.00	Sept. 15/21- 10.00	June 15/22- 10.00	Apr. 27/21- 5.00	Oct. 20/21- 10.00		
2.00	July 11/21- 4.00	Oct. 11/21- 4.00				
1.00	Sept. 16/21- 4.00	Dec. 16/21- 5.00	June 2/21- 1.00	Oct. 22/21- 5.00	Dec. 19/21- 5.00	11.00



3.00	Apr. 11/21- 2.00	June 11/21- 5.00				
2.00	Feb. 15/21- 4.00	Sept. 15/21- 4.00	May 10/21/6.00	Jan. 4/22. 4.00		10.00
2.00	Sept. 15/21- 4.00	June 15/22- 4.00	Oct. 12/21/6.00			
//3.00// Due payment October 1921	Sept. 15/21- 4.00	June 15/22- 3.00	Oct. 27/21- 10.00	--	--	10.00
2.00	Sept. 15/21- 3.00	June 15/22- 5.00	May 7/21- 2.00	Oct. 12/21- 3.00	Jan. 3/22- 5.00	10.00
2.00	//Feb. 16/21- 4.00//	Oct. 1/21- 4.00 Mar. 16/21- 4.00	Dec. 16/20- 2.00	May 23/21- 4.00	Oct. 12/21- 4.00	10.00
2.00	Dec. 15/21- 8.00	--	Feb. 15/21- 2.00	Jan. 21/22- 8.00	--	10.00
1.00	Oct. 12/21- 5.00	--	May 9/21- 1.00	Oct. 8/21- 5.00	--	6.00
2.00	Sept. 16/21- 4.00	Dec. 16/21- 4.00	Mar. 10/21- 2.00	Nov. 18/21- 4.00		
--	Jan. 12/22- 10.00	--	Jan. 11/22- 10.00			10.00
--	July 25/22- 10.00	--				
1.00	Sept. 15/21-	June 15/22-	Jan. 25/21-	Nov. 17/21-		

	4.00	5.00	1.00	4.00		
--	Jan. 11/22- 10.00	--				
2.00	Mar. 15/21- 4.00	May 15/21- 4.00	June 3/21- 10.00	--	--	10.00
--	Feb. 15/21- 2.00	Mar. 15/21- 3.00	Apr. 8/21- 3.00	May 18/21- 2.00	--	5.00
2.00	Sept. 15/21- 4.00	June 15/22- 4.00	May 7/21- 2.00	Oct. 26/21- 8.00	--	10.00
--	July 19/22- 20.00	--				
2.00	Sept. 25/21- 8.00	--	Jan. 28/21- 2.00	Oct. 8/21- 8.00	--	10.00
--	Dec. 17/21- 10.00	--	July 22/21- 10.00	--	--	10.00
3.00	Jan. 25/22- 6.00	July 25/22- 6.00	May 7/21- 3.00	Feb. 13/22- 6.00	--	

Class	Name	Address	Amount
Senior- 1921	Quigg, Ruth	Clifton Station, Va.	10.00
“	Raine, Sue	112 Denver Ave., Lynchberg, Va.	10.00
“	Redd, Elizabeth	Prospect, Va.	10.00
“	Rich, Sadie	Eruportia, Va.	10.00
“	Richardson, Helen Mae	1619 Euslow Ave., Richmond, Va.	10.00
“	Ridenour, Blanche A.	30 Fillmore St., Petersburg, Va.	10.00
“	Robson, Edythe	Rixeyville, Va.	6.00
“	Rodes, Alberta	Greenwood, Va.	5.00
“	Round, Emily M.	Manassas, Va.	10.00
“	Rumburg, Mary B.	Eagle Rock, Va.	10.00
“	Sawyer, Frances M.	Expo, Va.	10.00
“	Smith, Gertrude B.	Madison, Va.	10.00
“	“, Mary	“	10.00
“	Steele, June	Harrisonburg, Va.	10.00
“	Stephens, Mary L.	Martinsville, Va.	10.00
“	Swift, Mary Anne	Gays, Va.	5.00
	Senior Class		
“	Tabb, Frances	1021 Holladay St., Portsmouth, Va.	5.00
“	Talley, Willie Lee	Buffalo Junction, Va.	5.00
“	Tatum, Alma J.	University, Va.	10.00
“	Thompson, Helen	Lexington, Va.	25.00
“	Tomko, Ruth	Disputanta, Va.	10.00
“	Tucker, Floss W.	Appalachia, Va.	10.00



Subscriptions			Payments			
Cash	First	Second	First	Second	Third	Total
2.00	Dec. 15/21- 4.00	June 15/22- 4.00	June 3/21- 2.00	Dec. 10/21- 8.00		10.00
5.00	Sept. 15/21- 5.00	--	Jan. 28/21- 5.00	Oct. 28/21- 5.00		10.00
2.00	Sept. 15/21- 3.00	June 15/22- 5.00	Dec. 17/20- 2.00	May 18/21- 3.00	Jan. 6/22/ 5.00	10.00
3.00	Sept. 15/21- 3.00	Dec. 15/21- 4.00	May 26/21- 5.00	Sept. 22/22- 5.00		10.00
--	Jan. 25/22- 10.00	--	Feb. 23/22- 10.00			10.00
2.00	Jan. 15/21- 4.00	Mar. 15/21- 4.00	May 13/21- 10.00	--	--	10.00
2.00	June 12/21- 2.00	Aug. 12/21- 2.00	Jan. 25/21- 2.00			
1.00	June 16/21- 4.00	--	June 4/21- 1.00	Mar. 20/22- 4.00	--	5.00
2.00	Apr. 15/21- 4.00	June 15/21- 4.00	Mar. 10/21- 2.00	Mar. 29/21- 4.00	Jan.11/22- 4.00	10.00
--	Dec. 16/21- 5.00	June 16/22- 5.00	Jan. 6/22- 10.00	--	--	10.00

--	Jan. 27/22- 10.00	--	Feb. 2/22- 10.00			10.00
--	June 15/21- 10.00	--	Nov. 16/21- 10.00	--	--	10.00
--	June 15/21- 10.00	--	Nov. 9/21- 5.00	Feb. 14/22- 5.00	--	10.00
10.00	Jan. 25/22- 10.00	--	Feb. 3/22- 10.00			
--	July 25/22- 10.00	--				
--	Feb. 15/21- 5.00	--	May 30/21- 5.00			5.00
100.00			June 30/21- 100.00			100.00
5.00	--	--	May 20/21- 5.00	--	--	5.00
--	July 25/22- 5.00	--	Jan. 3/22- 5.00	--	--	5.00
--	Feb. 16/21- 5.00	June 16/21- 5.00	May 11/21- 5.00	Mar. 20/22- 5.00		10.00
10.00	Mar. 15/21- 5.00	Dec. 15/21- 10.00	Jan. 26/21- 10.00	Apr. 14/21- 5.00	Dec. 17/21- 10.00	25.00
2.00	Oct. 12/21- 8.00	--	May 9/21- 2.00	Oct. 22/21- 8.00		10.00
--	Mar. 12/21- 5.00	Apr. 12/21- 5.00	June 2/21- 10.00			10.00



Class	Name	Address	Amount
Junior 1921	Junior Class		100.00
“	Banner, Mabel	Dot. Lee Co., Va.	10.00
“	Barlow, Isabel V.	Ivor, Va.	10.00
“	Beard, Catherine J.	Ft. Defiance, Va.	5.00
“	Bowman, Katherine	Rt. D3. Harrisonburg, Va.	10.00
“	Barham, Frances		10.00
“	Carey, Frances N.	Lillian, Va.	10.00
“	Carpenter, Anna P.	Pratts, Va.	10.00
“	Carroll, Virginia	Route 3. Ivor, Va.	10.00
“	Charles, Alese	1137 Hampton Ave., Newport News	10.00
“	Christiansen, Anne S.	4915 Huntington Ave., Newport News	10.00
“	“ “	“ “	<del>3.00 special</del>
“	Davis, Ruth Lee	948 Naval Ave., Portsmouth	5.00
“	Dayvis, Josephine	411 W. 20 <sup>th</sup> St., Norfolk, Va.	5.00
“	Didawick, Gladys M.	Woodstock, Va.	5.00
“	Draper, Edna	Charlottesville, Va.	10.00
“	Drinkwater, Mary	Virginia Beach, Va.	10.00
“	Dunaway, Julia	Smithfield, Va.	10.00



“	Elliot, Jane	Blackstone, Va.	10.00
“	Eskridge, Estelle	Ophelia, North' d Co., Va.	10.00
“	Evans, Maude V.	314 Washington St., Hampton, Va.	10.00
“	Ferguson, F. Christine	Clifton Station, Va.	10.00
“	Garber, Virginia	Waynesboro, Va.	10.00
“	Gibson, Anne	Jonesville, Va.	10.00
“	Gilliam, Frances D.	Yale, Va.	15.00
“	Grasty, Thelma E.	Crozet, Va.	10.00
“	Greenland, Virginia	370 Granby St., Norfolk	10.00
“	Glassell, Marion W.	Bowling Green, Va.	5.00
“	Glenn, Elise	South Boston, Va.	10.00
“	Hagood, Nannye	La Crosse, Va.	10.00
“	Haldeman, Gladys, C.	Winchester, Va.	12.00
“	Harnesberger, Josephine	Troutville, Va.	6.00
“	Harris, Mary Carolyn	Pendleton, Va.	5.00
“	“, Mary Louise	Miller School, Va.	3.00

Subscriptions			Payments			
Cash	First	Second	First	Second	Third	Total
			May 20/21- 100.00			100.00
--	Feb. 13/21- 5.00	July 13/21- 5.00	May 11/21- 5.00			
2.00	Sept. 16/21- 4.00	June 16/22- 4.00	Mar. 10/21- 2.00	Oct. 8/21- 4.00		
2.00	Oct. 13/21- 1.50	July 13/22- 1.50	Mar. 10/ 21- 2.00	May 20/21- 1.50	Oct. 12/21- 1.50	5.00
3.00	Jan. 15/21- 3.00	Feb. 15/21- 4.00	Jan. 13/31- 2.00			
10.00	--	--	Mar. 10/21- 10.00			10.00
2.00	Sept. 15/21- 4.00	June 15/22- 4.00	May 9/21- 2.00			
2.00	July 13/21- 3.00	Oct. 13/21- 5.00	May 12/21- 2.00	Oct. 21/21- 8.00		10.00
3.00	Sept. 16/21- 3.00	June 16/22- 4.00	Mar. 10/21- 3.00	Oct. 8/21- 3.00		
2.00	Sept. 15/21- 4.00	June 15/22- 4.00				
2.00	Sept. 16/21- 4.00	June 16/22- 4.00	Apr. 28/21- 2.00	Oct. 10/21- 4.00	June 1/22- 1.00	10.00
			Jan. 7/22- 3.00	--	--	//3.00//

1.00	Mar. 15/21- 2.00	Apr. 15/21- 2.00	May 7/21- 5.00	--	--	5.00
1.00	Oct. 13/21- 2.00	Jan. 13/22- 2.00				
1.00	Sept. 16/21- 2.00	June 16/22- 2.00	Jan. 13/21- 1.00	Oct. 24/21- 2.00		
10.00	--	--	Dec. 15/20- 10.00	--	--	10.00
10.00	--	--	Jan. 14/21- 10.00	--	--	10.00
2.00	Sept. 15/21- 4.00	June 15/22- 4.00	May31/21- 2.00	Nov. 12/21- 3.00		
5.00	Feb. 13/21- 5.00	--	Sept. 22/21- 10.00			10.00
2.00	Sept. 15/21- 4.00	June 15/22- 4.00				
2.00	June 15/21- 3.00	Dec. 15/21- 5.00	May7/21- 4.00	Jan. 23/22- 6.00		10.00
--	June 15/21- 5.00	Dec. 15/21- 5.00	Oct. 12/21- 5.00	May 16/22- 5.00	--	10.00
2.00	Sept. 15/21- 4.00	June 15/22- 4.00	Mar. 10/21- 2.00	Oct. 22/21- 4.00	Apr. 28/22- 4.00	10.00
--	Oct. 13/21- 5.00	Jan. 13/22- 5.00	June 2/21- 5.00			

5.00	Sept. 15/21- 5.00	Dec. 15/21- 5.00	May 16/21- 5.00			
2.00	June 15/21- 4.00	Dec. 15/21- 4.00				
2.00	Sept. 16/21- 4.00	June 16/22- 4.00	May 9/21- 2.00	Oct. 8/21- 2.00	June 3/22- 4.00	
1.00	Mar. 15/21- 2.00	Apr. 15/21- 2.00	May 14/21- 5.00	--	--	5.00
10.00	--	--	Jan. 12/21- 10.00	--	--	10.00
5.00	Oct. 13/21- 5.00	--	Apr. 26/21- 5.00	Oct. 7/21- 5.00		10.00
2.00	July 15/21- 5.00	Dec. 15/21- 5.00	Nov. 14/21- 12.00	--	--	12.00
2.00	March 15/21- 2.00	June 15/21- 2.00	Jan. 10/21- 2.00	Oct. 12/21- 2.00	Jan. 7/22- 2.00	6.00
--	Feb. 15/21- 5.00	--	Mar. 29/21- 5.00	--	--	5.00
1.50	Apr. 13/21- 1.50	--	June 3/21- 2.00	Nov. 18/21- 1.00	--	3.00

Class	Name	Address	Amount
Junior 1921	Harrison, Lucile	Elkton, Va.	5.00
“	Hasel, Katherine	Stuarts Draft, Va.	10.00
“	Hickam, Inus	Waterford, Va.	5.00
“	Hundley, Mary C.	Whitmell, Va.	10.00
“	Jones, Carraleigh	Box 175, Gordonsville, va.	5.00
“	“ , Etheleen	Virginia Beach, Va.	5.00
“	“ , Minnie	Carysbrook, Va.	5.00
“	Kirkwood, Bessie M.	Roanoke, Va.	10.00
“	Kneisley, Lucille	Woodstock, Va.	10.00
“	Lewis, Una M.	9 Delys St. Jamaica, N. Y.	10.00
“	Litz, Callie	Graham, Va.	10.00
“	Loving, Sallie B.	Stage Junction, Va.	10.00
“	Mackey, Margaret M.	Fairfield, Va.	5.00
“	Matheny, Eliz. J.	Monterey, Va.	10.00
“	Payne, Blanche P.	Brookneal, va.	5.00
“	Potterfield, Isabel J.	Lovettsville, Va.	10.00
“	Purdy, Annetta S.	204 Franklin St., Petersburg	5.00
“	Roark, Ruth	Alta Vista, VA.	10.00
“	Robinson, Elizabeth	Cartersville, Va.	5.00
“	Rodes, Clotilde	Greenwood, Va.	5.00
“	Sanders, Sallie M.	Graham, Va.	10.00
“	Shelton, Florence	Route 5, Norfolk	15.00
“	Shuler, Janie	Harrisonburg, Va.	5.00

Page 120 continued

“	Simpson, Sophia	Purcellville, Va.	10.00
“	Smoot, Jessie	Woodstock, Va.	5.00
“	Sparrow, Isabel	Wilmington, N.C.	10.00
“	Stark, Edith	Maurertown, Va.	5.00
“	Swecker, Celia P.	Monterey, Va.	10.00
“	Tilman, Grace	Crozet, Va.	1.00
“	Upshur, Lucretia	Cheriton, Va	10.00
“	Walters, Nell D.	402 Allison Ave., S.W. Roanoke	5.00
“	Walker, Nannie	La Crosse, Va.	10.00
“	Woodward, Doris	Charlottesville, Va.	1.00
“	Woolston, Eliz.	Upperville, Va.	10.00

Subscriptions			Payments			
Cash	First	Second	First	Second	Third	Total
--	Apr. 13/21- 5.00	--	Mar. 20/22- 5.00	--	--	5.00
3.00	Jan. 15/21- 4.00	Oct. 1, 1921- 5.00 //Sept 15/21- 3.00//	May 12/21- 5.00			
--	Feb. 13/21- 2.50	July 13/21- 2.50	May 18/21- 2.50	June 1/21- 2.50	--	5.00
2.00	Sept. 15/21- 4.00	June 15/22- 4.00	May 7/21- 2.00	Oct. 8/21- 4.00	June 6/22- 4.00	10.00
--	July 12/21- 2.50	Aug. 13/21- 2.50	Oct. 13/21- 5.00	--	--	5.00
--	June 1/21- 5.00	--				
5.00	--	--	Mar. 10/21 5.00	--	--	5.00
--	Jan. 15/21- 5.00	Mar. 15/21- 5.00	May 11/21- 5.00	Dec. 19/21- 5.00		10.00
3.00	Sept. 15/21- 4.00	June 15/22- 3.00	Jan. 13/21- 3.00	Sept. 22/21- 4.00	June 10/22- 3.00	10.00
2.00	Sept. 16/21- 4.00	June 16/22- 4.00	Mar. 10/21- 2.00	Oct. 7/21- 4.00	Jan. 24/22- 4.00	10.00
10.00	--	--	Dec. 15/20- 10.00	--	--	10.00
2.00	Sept. 15/21- 3.00	Dec. 15/21- 5.00	Jan. 25/21- 2.00	Oct. 29/21- 3.00	Dec. 13/21- 5.00	10.00

2.00	Sept. 15/21- 2.00	Dec. 15/21- 1.00	May 12/21- 2.00	Dec. 19/21- 3.00	--	5.00
2.00	Sept. 15/21- 4.00	Dec. 15/21- 4.00	Oct. 29/21- 3.00			
1.00	Sept. 16/21- 2.00	June 16/22- 2.00	Mar. 10/21- 1.00	Jan. 3/22- 4.00	--	5.00
3.00	Sept. 15/21- 4.00	June 15/22- 3.00	May 10/21- 6.00	Dec. 14/21- 4.00	--	10.00
	Aug. 13/21- 5.00		Oct. 7/21- 5.00	--	--	5.00
5.00	June 15/21- 5.00	--				
1.00	Mar. 15/21- 2.00	Apr. 15/21- 2.00	May 9/21- 5.00			5.00
1.00	June 16/21- 4.00	--	June 4/21- 1.00	Feb. 14/22- 4.00	--	5.00
10.00	--	--	Dec. 15/20- 10.00	--	--	10.00
15.00	--	--	Apr. 12/21- 15.00	--	--	15.00
5.00	--	--	Jan. 26/21- 5.00	--	--	5.00
--	May 13/21- 5.00	Sept. 13/21- 5.00	May 13/21- 5.00	Oct. 7/21- 5.00	--	10.00
1.00	Sept. 16/21- 2.00	June 16/22- 2.00	Jan. 13/21- 1.00	Sept. 22/21- 2.00		



3.00	Mar. 16/21- 4.00	June 16/21- 3.00	Feb. 9/21- 3.00	May 9/21- 7.00		10.00
1.00	Sept. 16/21- 2.00	June 16/22- 2.00	Jan. 13/21- 1.00	Sept. 22/21- 2.00		
2.00	Sept. 15/21- 4.00	Dec. 15/21- 4.00	Mar. 10/21- 2.00			
1.00	--	--	Mar. 29/21- 1.00	--	--	1.00
3.00	Sept. 15/21- 3.00	June 15/22- 4.00				
1.00	Oct. 14/21- 2.00	Jan. 14/22- 2.00	May 12/21- 1.00	Sept. 22/21- 4.00	--	5.00
5.00	Oct. 13/21- 5.00	--	Apr. 28/21- 5.00	Oct. 19/21- 5.00	--	10.00
--	Feb. 13/21- .50	Mar. 13/21- .50	May 30/21- 1.00	--	--	1.00
2.00	Mar. 13/21- 4.00	May 13/21- 4.00	May 17/21- 2.00	Jan. 12/22. 8.00	--	10.00








(Pages 124-127 blank)





Subscriptions			Payments			
Cash	First	Second	First	Second	Third	Total
			Apr. 27/21- 1.00			
5.00	July 1/21- 5.00	Jan. 1/22- 5.00	May 11/21- 5.00	July 22/21- 5.00	Jan. 9/22- 5.00	15.00
			June 3/21- 10.00	Jan. 23/22- 10.00		
10.00			June 3/21- 10.00	--	--	10.00
			June 3/21- 10.00			
			June 6/ 21- 11.70			
10.00			June 30/21- 2.00			
			June 30/21- 10.00			
4.00	Sept. 2/21- 5.00	Oct.2/21- 6.00	July 21/21- 4.00			
			Aug. 4/21- 2.00			
			Aug. 30/21- 1.00			1.00
1.00			Aug. 31/21- 1.00			1.00
			Oct. 22/21- 10.00	--	--	10.00
	Dec. 30/21- 5.00		Jan. 27/22- 5.00	--	--	5.00
	Nov. 18/21- 5.00		Mar. 6/22- 6.00	--	--	6.00



	Oct. 27/21- 2.00					
	Dec. 27/21- 2.00		Jan. 19/22- 2.50	--	--	2.50
	Nov. 27/21- 2.00		Apr. 13/22- 2.00			2.00
	Jan. 27/22- 5.00		Oct. 17/22- 5.00	--	--	5.00
			//Dec. 3/21- 2.00//			//2.00//
			Jan. 3/22- 2.00			2.00
			`` 11/22- 5.00			
			`` `` - 5.00			
			Apr. 7/22- 5.00			

(Pages 130-147 blank)





Subscriptions			Payments			
Cash	First	Second	First	Second	Third	Total
	May 14, 1921		June 3/21- 10.00	--	--	10.00
			Apr. 27/21- 5.00			
			Apr. 27/21- 5.00			
			Apr. 27/21- 2.00			
			June 3/21- 5.00			
			June 6/21- 5.00			
	June 6/21- 10.00		June 6/21- 10.00			
			June 30/21- 5.00			
			Aug. 30/21- 1.00			1.00
			Aug. 30/21- 1.00			1.00
	Jan. 30/22- 5.00					
	Nov. 30/21- 5.00					
			Feb. 7/22- 2.00			2.00
			Dec. 17/21- 5.00			5.00
			Jan. 3/22- 10.00	--	--	10.00
			“ 6/22- 1.00			1.00

			" 23/22- 1.00			1.00
			Apr. 24/22- 5.00			

(Pages 150-161 blank)










(Pages 164-175 blank)





(Pages 178- 181 blank)

Page 182

	Fernwick, Mary E.		2.50
	Fuller, Ellen		
	Fletchem, Connie		
	Foster, Mrs. R.C.		2.00
	Fannan, Janet		10.00
	Foster, Lelia	Rileysville, Va.	1.00
	Fuqua, B.H.		2.00

2.50			June 3/21- 2.50	--	--	2.50
			June 6/21- 5.00			
			June 30/21- 5.00			
			Aug. 30/21- 2.00			2.00
			Sept. 22/21- 10.00			10.00
			Jan. 3/22- 2.00	--	--	2.00

(Page 184-193 blank)

Class	Name	Address	
G			Amount
	Gibson, Gaylord	Warrenton, Va.	
	Gilliam, Alice S.	107 N. Harvie St., Pamplin, Va.	25.00
	Girard, Audrey	Y.W. Richmond Va.- Staunton, Va.	5.00
	Goode, Octavia E.	3300 Semmes Ave. Richmond- Moseley, Va.	25.00
	Grove, Mary Sue		10.00
	Glasscok, Inis		
	Garrison, Mrs. D.S.		
	Goode, Effie		
	Gilbert, Lillian		
	Gilliam, May		1.00
	Grubbs, Naomi		1.00
	Goode, Effie		15.00
	Glee Club (by Rosa Hindelberg		25.00

Subscriptions			Payments			
Cash	First	Second	First	Second	Third	Total
			Apr. 27/21- 5.00			
	May 1. 1921- 12.50	Nov. 1/21- 12.50	Oct. 8/21- 25.00	--	--	25.00
	June 1/21- 2.50	Nov. 1/21- 2.50				
	May 1/21- 10.00	Nov. 1/21- 15.00	June 3/21- 25.00	--	--	25.00
10.00			June 3/21- 10.00			10.00
	June 1/21- 2.00		June 3/21- 2.00			
			June 3/21- 5.00			
			June 7/21- 5.00			
			June 30/21- 5.00	May 29/22- 20.00		
1.00	--	--	Aug. 4/21- 1.00			
2.00	--	--	Aug. 30/21- 2.00	--	--	2.00
			Jan. 6/22. 15.00			15.00
			Feb. 17/22- 25.00			25.00

(Pages 196-207 blank)

Class	Name	Address	
#			Amount
	Haden, Myrtle	Gretna, Va.	
	Haugen, Ray		
	//Harris, Louise//		
	Hurley, Sallie		
	Harrison, Catherine		
	Henderson, Lois		
	Hannell, Mildred		
	Hooff, Ruth Ronnd		10.00
	Hottel, Katherine Woodstock Club }		
	Hawkins, Louise (Cherrydale Club)		
	Henshall, Hilda Benson		
	Holmes, ?		
	Hollins, Mattie		5.00
	Hazen, Edith		5.00
	Hooe, Mattie		3.00
	Huffman, Kathleen		10.00
	S.H. Heironimus Co.	Roanoke, Va.	25.00
	Harrisonburg Chapter Building Fund		
	Heyle, Helen Hay		10.00
	Handy, N. J.		15.00
	Hampton Club (Brown Tea Pot)		
	Houshaun, Mildred		



Subscriptions			Payments			
Cash	First	Second	First	Second	Third	Total
			Apr. 27/21- 5.00			
			June 3/21- 10.00			
			//June 3/21- 2.00//			
			June 3/21- 1.00			
			June 6/21- 20.00			
			June 6/21- 4.00			
			June 30/21- 1.00			
10.00	June 30/21- 10.00		June 30/21- 10.00			
			June 30/21- 10.00			
			June 30/21- 46.50			
			June 30/21- 5.00	Aug. 16/21- 10.00		
			June 30/21- 5.00			
5.00	--	--	Aug. 4/21- 5.00	--	--	5.00
5.00	--	--	Aug. 30/21- 5.00	--	--	5.00
3.00	--	--	Aug. 30/21- 3.00	--	--	3.00
10.00	--	--	Oct. 10/21- 10.00	--	--	10.00

Page 209 continued

			Nov. 30/21- 25.00			25.00
			Dec. 7/21- 196.74			
			Jan. 3/22- 10.00	--	--	10.00
			`` `` - 15.00	--	--	15.00
			Mar. 4/22- 50.00	Apr. 5/22- 50.00	July 8/22- 25.00	
			May 4/22- 25.00			

(Page 210-229 blank)

Class	Name	Address	
J			Amount
.	Janes, Mary Eton Basic School	Basic Virginia	4.92
.	Johnson, Anne	Manteo, Va. Buckingham Co.	5.00
.	Johus, Grace		2.00
	Jackson, Mary	917 Filimore St. Lynchburg, Va.	1.00
	Johnson, Marie		5.00
	Jamison, Alise		2.50

Cash	First	Second	First	Second	Third	Total
			4.92			4.92
5.00			Aug. 4/21 5.00			5.00
2.00	--	--	Aug. 30/21- 2.00			2.00
	Nov. 30/21- 1.00		Mar. 14/22- 1.00			
			Jan. 3/22- 5.00			
			`` 14/22- 2.50			

(Pages 232-233 blank)

	Name	Address	
Class			Amount
K	Keau, Elsie O.	Fishersville, Va.	3.00
	Kellam, Lulie		2.00
	Keau, Thelma		
	Keezel, Florence	Keezeltown, Va.	
	Keau, Elsie		5.00
	Kline, Lola		1.00
	Keezel, Julia	Elkton, Va.	5.00
	Killey, Marie	Winchester, Va.	3.00
	Kimear, Margaret		
	Kindergarten Club- Mrs. J.J. Reilly		8.00
	Kidd, Mildred		

Subscriptions						
Cash	First	Second	First	Second	Third	Total
			May 13/21- 3.00	--	--	3.00
			June 3/21- 2.00	--	--	2.00
			June 3/21- 10.00			
			June 6/21- 5.00			
5.00	--	--	Aug. 31/21- 5.00	--	--	5.00
1.00	--	--	Sept. 22/21- 1.00	--	--	1.00
	Oct. 27/21- 5.00		Mar. 20/22- 5.00			5.00
			Jan. 28/22- 15.65			
			Feb. 23/22- 8.01	--	--	8.01
			Apr. 18/22- 5.00			

(Pages 236-243 blank)

Class	Name	Address	
L			Amount
	Lawrence, Ritchie	Waterloo, Va.	
	Like, Mrs. Chas F.	University of Richmond	
	Lynchberg, H. N. S. Club		
	Lym, Mrs. C.C.		10.00
	Livick, Mannie		
	Lambert, Clara		10.00
	Lovett, Hilden M.	Stephens City, Va.	3.00
	Lewis, Anna		10.00
	Layman, Pauline		5.00
	Lam, Elizabeth		10.00

Subscriptions			Payments			
Cash	First	Second	First	Second	Third	Total
			Apr. 27/21-1.00			
			May 11/21- 2.50			
			June 3/21- 10.65	Mar. 21/22- 49.55		
10.00			June 30/21- 10.00	--	--	10.00
			June 30/21- 5.00			
10.00			June 30/21- 10.00	--	--	10.00
	Nov. 27/21- 3.00					
			Jan. 6/ 22- 10.00			10.00
			` 23/22- 5.00			5.00
			Feb. 8/22- 10.00			10.00

(Page 245- 257 blank)



(MC) Class	Name	Address	Amount
	Mc Eually, Daisy	1717 Grove Ave. Richmond- Winterpock, Va.	10.00
	Mc Alpin, Vivian	Glasgow, Virginia	5.00
	Mc Caleb, Mary		
	Mc Donald, Mary		5.00

Subscriptions			Payments			
Cash	First	Second	First	Second	Third	Total
	May 1/21- 5.00	Nov. 1/21- 5.00				
	May 15/22- 5.00					
			Apr. 18/22- 5.00			
			July 29/22- 5.00			5.00

(Pages 160-271 blank)

M			
	Magnuder, Olive		10.00
	Magnuder, Margaret		10.00
	Mocschlen, Velma		5.00
	Marshall, Mariam		2.00
	Magginson, Bonita	Gladstone, Va.	5.00
	Moone, Effie	Anes, Va.	1.00
	Moone, Miss Emma	" "	1.00
	Myers, Florence		10.00
	Moreland, Mary J.		10.00
	Miller, Eulalia		
	Miller, Mareta O.		

			June 30/21- 10.00			
			June 30/21- 10.00			
5.00			Aug. 4/21- 5.00			
			Oct. 24/21- 2.00			
	Dec. 27/21- 5.00		Feb. 16/22- 5.00	--	--	5.00
	Oct. 27/21- 1.00		Mar. 3/22- 1.00	--	--	1.00
	Oct. 27/21- 1.00	Mar. 3/22- 1.00	--	--	1.00	
			Jan. 3/22- 10.00			
			Jan. 4/22- 10.00			
			Jan. 6/22- 2.50			
			2.50			

(Pages 274- 291 blank)

N Class	Name	Address	
			Amount
	Norfolk & Portsmouth Chapter		
	Marceline A. Gathing, Pres.	2006 W. Ghent Blvd., Norfolk, Va.	5000.00
	Nesbit, Marion B.	South Boston, Va.	20.00
	Newill, Evelyn Coulton		
	Nyc. Mrs. Jon S.		10.00
	* Manceline Gatling		
	Lilouise Edwards		
	Dorothy Schooner		
	Alpha Holcomb		
	Helen Acton		
	Gladys Gwynn		
	Frances Still		
	Edith Ward		
Elizabeth Nicole			



			Feb. 14/22- 10.00	--	--	10.00

(Pages 294-305 blank)

P Class	Name	Address	Amount
	Powell, Mozelle	Beaverdam, Va.	5.00
	Pace, Nellie	Ridgeway, Va.	5.00
	Phamp, Patty		3.00
	Potterfield, Anna		
	Petersburg Club		
	Puller, Pattie		
	Plumb, Ethel- Waynesboro Club		
	Pope, Mrs. A. W.		2.00
	Payne, Sue	Rustburg, Virginia	5.00
	Powell, Elizabeth	Elkton, Virginia	5.00
	Payne, Mrs. Frances Kemper		10.00
	//Portsmouth Club//		
	//“Brown Teapot” A. Allen Treas//	See Hampton Club	
	Proctor, Margaret		



Subscriptions			Payments			
Cash	First Payment	Second Payment	First	Second	Third	Total
2.50	May 23/21-2.50		Apr.27/21-2.50			
5.00	--	--	Apr. 29/21-5.00	--	--	5.00
			May 16/21-2.00	--	--	2.00
			June 3/21-25.00			
			June 3/21-33.78	Jan. 3/22-24.00	June 3/22-61.40	
			June 6/21-5.00			
			June 30/21-25.40			
			Aug. 30/21-2.00	--	--	2.00
1.00	Jan. 30/21-2.00	Aug. 30/22-2.00	Aug. 31/21-1.00			
	Oct. 30/21-5.00		Feb. 27/22-5.00	--	--	5.00
			Jan. 3/22-10.00			
			Apr. 26/22-10.00			

(Pages 308-321 blank)

Class	Name	Address	
Q			Amount
	Quigg, Mary E.	200 E. Franklin St., Richmond- Clifton Sta., Va.	10.00

Subscriptions			Payments			
Cash	First	Second	First	Second	Third	Total
	May 1/21- 10.00		Aug. 26/21- 10.00			

R			
	Rolston, Frances		
	Richmond Club		
	Reid, Idell		
	Rodgers, Rachel		
	Roane, Alice		
	Richardson, Myra		5.00
	Rucker, Margaret	Flint Hill, Virginia	1.00
	Rabey, Susie		5.00
	Roanoke Club		
	(1) Ruth Witt		15.00
	(2) Sarah M. Walters		10.00
	(3) Mabel Hickman	Roanoke, Virginia	5.00
	(4) Esther Hubband(for club)	“ “	5.00
	Reese, Berta	Sebnell, Va.	5.00
	Reese, Eugenia	“ “	5.00
	Riddell, Lila	Dunbarton, Va.	5.00
	Reeves, Christine		25.00
	Rawles, Mabel		1.00
	Rea, Phyllis		5.00
	Rainey, Violette		5.00





Class	Name	Address	Amount
	Smith, Mary Lancaster	107 N. Harvie St., Richmond, Va.	15.00
	Snead, Mary Miller	Mc Lean Va.- Smedley, Va.	5.00
	Stone, Mary		5.00
	Shenk, Marguerite		10.00
	Sawyer, Mrs. E. L.	2800 13 <sup>th</sup> St. N. W. Washington, D.C.	
	Simpson, Rosa Lee		
	Swanson, Claude A.		
	Steger, Annie Davis		
	Smith, Mary L.		
	Seebert, Mary		
	Silvey, Mary L.		
	Swartz, Bessie		
	Staunton Club by M. Eisenberg		
	Spencer, Annie		
	Scott, Mrs. L.P.		1.00
	Summer School Boy's		13.13
	" " Minstrel		71.98
	Sanders, Ruth		25.00
	Sowers, Princess	1414 9 <sup>th</sup> St. Lynchburg, Va.	5.00
	Swecker, Nina		5.00
	Stickley, Pearl Haldeman		50.00
	Six, Mrs. C.R. (Katie Prudin)		

Subscriptions			Payments			
Cash	First	Second	First	Second	Third	Total
	May 14/21- 15.00					
2.50	June 23/21- 2.50		Apr. 27/21- 2.50	June 30/21- 2.50		5.00
5.00			June 3/21- 5.00	--	--	5.00
10.00			June 3/21- 10.00	--	--	10.00
			June 3/21- 5.00			
			June 3/21- 5.00			
			June 3/21- 25.00			
			June 3/21- 15.00			
			June 3/21- 15.00			
	June 6/21- 10.00		June 6/21- 10.00			
			June 6/21- 10.00			
			June 6/21- 10.00			
			June 30/21- 45.75			
			June 30/21- 2.00			
			Aug. 30/21- 1.00			1.00
			Sept. 22/21- 13.13	--	--	13.13
			“ “ - 71.98	--	--	71.98



--	--	--	Oct. 22/21- 25.00	--	--	25.00
	Oct. 30/21- 5.00					
			Dec. 17/21- 5.00	--	--	5.00
			Mar. 20/22- 50.00			50.00
			May 26/22- 10.00			

(Pages 340- 357 blank)

Class	Name	Address	
T			Amount
	Thompson, Stella M.	1805 Grove Ave., Richmond- Purcellville, Va.	5.00
	Tinder, Mary Haden	706 Stuart Road, Richmond	3.00
	Townes, Gertrude, Royall	1304 4 <sup>th</sup> Ave., Richmond	5.00
	Trussel, F. Lizzie	Timberville, Va.	
	Troth, Annie	Catharpin, Va.	3.00
	Turner, Laura	Faber, Va.	1.00
	Trussell, Susanna	Paconian Springs, Va.	5.00
	Tinder, Rosa		5.00
	Taylor, Bessie S.		5.00
	Tardy, Elizabeth		5.00
	Turpin, E.L.	“	5.00
	Thomas, Connie		2.00

Subscriptions			Payments			
Cash	First	Second	First	Second	Third	Total
	Nov. 1/21- 5.00		Mar. 9/22- 5.00	--	--	5.00
	May 1/21- 3.00		June 3/21- 3.00	--	--	3.00
	May 1/21- 5.00					
			Apr. 27/21- 2.00			
	Jan. 30/21- 3.00		Mar. 20/22- 3.00			3.00
	Dec. 27/21- 1.00		Nov. 23/21- 1.00	--	--	1.00
	Nov. 27/21- 5.00		Mar. 21/22- 5.00	--	--	5.00
			Jan. 3/22- 5.00			
			Jan. 11/22- 5.00			
			` - 5.00			
			20/22- 2.00			

(Pages 360-377 blank)

Class	Name	Address	Amount
W			Amount
	Winn, Emma V.	Ballston, Va.- Palmyra, Va.	5.00
	Wayland, Nell V. Ineas	Middlebrook, Va.	30.00
	Ware, Mary B.	Fife, Va.	10.00
	Whitney, Margaurite		
	Wilburgen. Alena		
	Wells, Mary Alexander		
	Wells, Chloe		10.00
	Warren, Dallas (Chester Club)		
	Ward, Anna		
	Warren, Birdie		
	Wright, Ruth		1.00
	Wine, Editha		1.00
	Willis, Mary	Lawrenceville, Va.	2.00
	Whetzel, Linnie Lee	Singers Glenn, Va.	5.00
	Webb, Marion	Harriston, Va. R.F.D.	5.00
	Wanwick, Annie		5.00
	Ward, John		5.00
	Ward, Helen		5.00
	Weems, Rachel		5.00
	Waldon, Barrie		10.00
	Wade, Pearl Potter		5.00
	Woodson, Mrs. Eva		

Subscriptions			Payments			
Cash	First	Second	First	Second	Third	Total
5.00			Apr. 27/21- 5.00	--	--	5.00
			Apr. 25/21- 30.00			30.00
10.00	--	--	May 11/21- 10.00	--	--	10.00
			June 3/21- 5.50	Nov. 18/20- 5.00		
			June 3/21- 5.00			
			June 6/21- 5.00			
10.00			June 30/21- 10.00	--	--	10.00
			June 30/21- 19.35			
			June 30/21- 5.00			
			June 30/21- 7.00			
1.00	--	--	Aug. 4/21- 1.00	--	--	1.00
1.00	--	--	Oct. 10/21- 1.00	--	--	1.00
	Oct. 30/21- 2.00		Apr. 24/22- 2.00	--	--	2.00
	Dec. 30/21- 5.00		Mar. 3/22- 5.00	--	--	5.00
		Mar. 27/22- 5.00				

			Jan. 3/22- 5.00			
			Jan. 3/22- 5.00			
			Mar. 21/22- 5.00			
			May 2/22- 10.00			
			June 10/23- 5.00			5.00
			Aug. 2/22- 3.00			3.00

(Pages 380-389 blank)

1922			
R.G.	Bullard, Marjarie	216 Fairfax St. Bluefield W. Virginia	5.00
“	Cameran, Anna	341 51 <sup>st</sup> St. Newport News	5.00
“	Gilliam, Anne	Petersburg, Va.	5.00
“	Gwaltney, Rebecca	Wakefield, Va.	5.00
“	Hardy, Mary Lees	Winchester, Va.	10.00
“	Heyl, Grace	University, Va.	5.00
“	Houston, Louise	Fairfield, Va.	5.00
“	Pearce, Mearle	Marietta, Georgia	10.00
“	Raine, Sue	12 Denver Ave. Lynchburg, Va.	5.00
“	Rich, Sadie	Euporia, Va.	5.00
“	Rodes, Alberta	Greenwood, Va.	5.00
“	Saville, Ida		5.00
“	The Class		30.00
	Banks, Winifred		10.00
	Forsberg, Anna		2.50
Senior	Garnett, Juliet	Mathews, Va.	5.00
“	Goodwin, Adrienne	Olaf, Va.	5.00
“	Greenland, Virginia		
“	Herringdon, Mary	Roanoke, Va.	10.00
“	Holcomb, Clarinda	307 Wellington Ave. Roanoke	10.00
“	Lippard, Mary	Cleveland, N.C.	5.00
“	Lewis, Ruth	Cascade, Va.	1.50
“	Overton, Mary Louise	Burkeville Virginia	10.00
“	Tabb, Sarah	419 North St. Portsmouth	2.00





			June 6/22- 2.50			
	Jan. 8/22 5.00		Ps. June 28/22-	See page 110		
5.00			Dec. 5/21- 5.00			5.00
	Jan. 9/22- 5.00					
	Dec. 9/21- 5.00	Jan. 9/22- 5.00	Dec. 16/21- 5.00	Jan.6/22- 5.00		10.00
2.00	Jan. 9/22- 3.00		Jan. 21/22- 5.00	--	--	5.00
	Jan. 9/22- 5.00					
	Jan. 9/22- 10.00		Jan. 6/22- 5.00	May 30/22- 2.00	Sept. 4/22- 3.00	10.00
	Feb. 9/22- 5.00					
	Jan. 9/22- 5.00		Sept. 22/22- 5.00	--	--	5.00
2.00	Jan. 9/22- 3.00		Dec. 16/21- 5.00			5.00
30.00			Nov. 25/21- 25.00	Dec. 14/21- 5.00	--	30.00
			Dec. 2/21- 10.00			10.00
			Nov. 19/21- 2.50			2.50
	Jan. 9/22- 5.00					
	Dec. 9/21- 5.00		Dec. 20/21- 5.00			5.00

			Jan. 31/21- 2.00			
	Dec. 9/21- 10.00		Nov. 22/21- 10.00	--	--	10.00
	Dec. 9/21- 5.00	Jan. 9/22- 5.00	Jan. 13/22- 5.00	Feb. 1/22- 5.00	--	10.00
2.50	Dec. 9/21- 2.50		Feb. 21/22- 5.00	--	--	5.00
	Jan. 19/22- 1.50		Nov. 23/21- 1.50			1.50
5.00	Dec. 9/21- 5.00		Dec. 5/21- 5.00			
2.00			Mar. 17/22- 2.00			2.00
	Dec. 9/21- 2.50		Jan. 9/21- 2.50	Dec. 7/21- 2.50		
	Dec. 9/21- 5.00					
			Feb. 6/22- 143.00	--	--	134.00
			June 7/22- 130.00			130.00
			June 12/22- 150.00			150.00

W 1922			
Junior	Addington, Liana	Coeburn, Virginia	2.00
“	Allen, Anna R.	Kenbridge, Va.	2.00
“	Anderson, Aline	Lexington, Va.	1.00
“	Anderson, Estelle	“ “	1.00
“	Anderson, Helen	Sandy Level, Va.	2.00
“	Aumack, Clara	West Point, Va.	1.00
“	Baylor, Eloise	Fishersville, Va.	2.00
“	Bean, Ruth	312 Ballinger St. Hinton W. Va.	5.00
“	Bell, Mildred		1.00
“	Bishop, Blanche	Galax, Va.	2.00
“	Bolich, Esther	Washington Ave. Greenville, Ohio	3.00
“	Borden, Kathryn	Front Royal, Va.	2.00
“	Borst, Virginia	22 Third Ave. Petersburg, Va.	5.00
“	Bowman, Pauline	Woodstock, Va.	1.00
“	Boyer, Lucille	“ “	1.00
“	Bresko, Pauline	Disputanta, Va.	1.00
“	Britt, Inez	Boykins, Va.	2.00
“	“ , Mary	“ “	5.00
“	Brown, Carolyn	Holland, Virginia	1.00
“	Brown, Hildamae	Lewes, Delaware	2.00
“	Brown, Louella	Purcellville, Virginia	2.00
“	Bruce, Eloise	Culpeper, Virginia	2.00
“	Cale, Elizabeth	Prospect, Virginia	5.00
“	Carter, Helen	Staunton, “	2.00
“	Chewning, Audrey	Bremo Bluff, “	2.00
“	Chinault, Ruby	Bowling Green, “	5.00
“	Claytor, Mary Fred	Bedford, “	5.00
“	Cockerill, Martha	Purcellville, “	1.00
“	Coiner, Gladys	502 Fredrick St., Staunton	2.00
“	Cole, Margaret	Wilmington, N. C.	4.00

“	Collins, Elizabeth	Waynesboro, Virginia	2.00
“	Cornell, Marie	Barnwell, S.C.	5.00
“	Councill, Annie	603 High St., Franklin, Va.	1.00
“	Cronise, Ola	Buchanan Virginia	2.00
“	Current, Ruth	Cleveland, N.C.	5.00
“	Dalton, Dinna	Galax, Virginia	5.00
“	Daughtrey, Allie	Franklin, “R. 4	2.00
“	Denby, Alice	910 Raleigh Ave. Norfolk, Va.	3.00
“	Dickerson, Julia	Stuarts Draft, Va.	2.00

	Dec. 9/21- 1.00	Jan. 9/22- 1.00	Dec. 19/21- 1.00			
	“ - 1.00	“- 1.00				
	“ - 1.00		Nov. 9/21- 1.00	--	--	1.00
	“ - 1.00		“ “ - 1.00	--	--	1.00
2.00			Mar. 10.22- 2.00	--	--	2.00
	Dec. 9/21- .50	Jan. 9/22- .50				
	Dec. 9/21- 1.00	Jan. 9/22- 1.00	Feb. 6/22- 2.00			2.00
	Dec. 9/21- 2.50	Jan. 9/22- 2.50				
	Dec. 9/21- 1.00		Dec. 9/21- 1.00			1.00
	“ “ -1.00	“- 1.00				
1.00	“ “ 1.00	“- 1.00				
	“ - 1.00	“ - 1.00	Jan. 5/22- 2.00			2.00
	“ - 3.00	“ - 2.00	Dec. 13/21- 3.00	Jan. 5/22- 2.00		5.00
	“ - 1.00		Jan 12/22- 1.00	--	--	1.00
	“ - 1.00		May 23/22- 1.00			1.00
	“ - 1.00		Dec. 6/21- 1.00			1.00
	“ - 2.00		Jan. 30/22- 2.00			2.00
	“ - 2.50	“ - 2.50	Feb.1/22- 5.00			5.00

	“ - 1.00					
	“ - 2.00		June 2/22- 2.00			2.00
	Jan. 9/22- 2.00					
2.00			Dec. 3/21- 2.00			2.00
	Dec. 9/21- 2.50	Jan. 9/22- 2.50	Jan. 12/22- 2.50			5.00
	“ - 1.00	“ - 1.00	Jan. 4/22- 2.00	--	--	2.00
2.00			Dec. 20/21- 2.00			2.00
	“ - 2.50	“ - 2.50	Dec. 17/21- 2.50	Feb. 28/22- 2.50	--	5.00
\$1.00 a	Month		Nov. 16/21- 1.00 Jan.	10- 1.00 Jan. 31- 1.00		
		“ - 1.00				
	Dec. 9/21- 1.00	“ - 1.00	June 6/22- 2.00			2.00
	“ - 2.00	“ - 2.00	Nov. 23/21- 2.00	Jan. 4/22- 2.00	--	4.00
	“ - 1.00	“ - 1.00	Dec. 14/21- 1.00	Feb. 21/22- 1.00	--	2.00
	“ - 2.00	Feb. 9/22- 3.00				
	“- 1.00		Dec. 17/21- 1.00			1.00
	“ - 1.00	Jan. 9/22- 1.00	Jan. 30/22- 1.00	Feb. 25/22- 1.00	--	2.00
2.50	“ - 2.50					

	“ - 2.50	“ - 2.50	Dec. 10/21- 2.50	Feb. 25/22- 2.50	--	5.00
2.00			Nov. 11/21- 2.00			2.00
	“ - 1.00	“ - 2.00	Dec. 20/21- 1.00			
	“ - 1.00	“ - 1.00	Feb. 27/22- 2.00	--	--	2.00

W 1922			
Junior	Early, Helen	Celt, Virginia	1.00
“	Eastman, Emma	Stormont ``	5.00
“	Edwards, Katherine	407 Chesnut St. Norfolk, Va.	2.00
“	Elliot, Louise	314 N. 19 <sup>th</sup> St.	5.00
“	Everly, Catherine	Mt. Jackson Virginia	5.00
“	Felts, Mary Bettie	Sebrell, Virginia	2.00
“	Ferguson, Myrtle	Remington ``	1.00
“	Fox, Mae	Quicksburg, ``	2.00
“	Fagg, Marion	Axton, Virginia	5.00
“	Gay, Eloise	Smithfield, Virginia	5.00
“	Grubbs, Leone	Shenandoah ``	1.00
“	Gwaltney, Hunter		5.00
“	Hailey, Kathleen	Keysville, Virginia	10.00
“	Harris, Helen E.	Roanoke, `` R.F.D. #3	5.00
“	Hendrick, Rose	Norvello, ``	2.00
“	Holmes, Louise		5.00
“	Hornbarger, Hazel	Christiansburg, Virginia	5.00
“	Jones, Elizabeth	Chilhowie, Virginia	5.00
“	Jones, Marjorie	Penlan, ``	5.00
“	Joyce, Julia	Shuff, ``	5.00
“	Jones, Lelia		5.00
“	Kelly, Sue	Hampton, Va. R.F.D. 4 box 16	5.00
“	Kester, Isabel	Martinsville, Va.	5.00
“	Kibler, Constance	Shenandoah, Va.	2.00
“	Kincanon, Jessie	601- 10 <sup>th</sup> Ave. Roanoke, Va.	2.00
“	Kinnear, Frances	Lexington, Va. R. 6	5.00



“	Lacy, Pattie	Scottsburg, Virginia	5.00
“	Lambert, Laura	McGaheysville, “	1.00
“	Lauck, Louise	Shenandoah, “	2.00
“	Lay, Claire	Coeburn, “	2.00
“	Lee, Gana	New Castle, “	2.00
“	Long, Adah	Henndou, “	2.00
“	Major, Dorothy	Goode, Virginia	1.00
“	Malone, Carrie	29 Franklin St., Petersburg, Va.	5.00
“	Meador, Louise	Cumberland, Virginia	2.00
“	Moomaw, Annie	Rocky Point, “	5.00
“	Moon, Nelle	Scottsville, “	5.00

1.00			Jan. 30/22- 1.00			1.00
	Dec. 9/21- 2.50	Jan. 9/22- 2.50	Dec. 20/21- 2.50	Mar. 3/22- 2.50	--	5.00
	" - 1.00	" - 1.00	Jan 12/22- 2.00	--	--	2.00
1.00	" - 1.00	Feb. 9/22- 3.00	Mar. 29/22- 1.00	June 1/22- 1.00		
5.00			Nov. 29/21- 5.00	--	--	5.00
	Dec. 9/21- 1.00	Jan. 9/22- 1.00				
	"- 1.00		Feb. 24/22- 1.00	--	--	1.00
	" - 1.00	"- 1.00	Feb. 23/22- 2.00	--	--	2.00
5.00			Nov. 18/21- 5.00	--	--	5.00
1.00			Apr. 18/22- 1.00			1.00
			Jan. 11/11- 5.00			5.00
	Dec. 9/21- 5.00	Jan. 9/22- 5.00	Dec. 9/21- 5.00	Jan. 4/22- 5.00	--	10.00
	" - 2.50	" " - 2.50	" 20/21- 2.50			
	" - 2.50	" " - 2.50	June 1/22- 2.50			

	“ - 1.00	“ “ - 1.00	Jan. 11/22-1.00	May 25/22-1.00	--	2.00
	“ - 2.00	“ “ - 3.00				
	“ - 2.00	“ “ - 3.00	Mar. 7/22-2.00			
	Dec. 9/21-2.50	Jan. 9/22-2.50	Jan. 9/22-2.50	Jan. 5/22-5.00		5.00
	“ - 2.50	“ - 2.50	Dec. 20/21-2.50	Feb. 24/22-2.00	June 1/22-.50	5.00
	“ - 2.50	“ - 2.50	Dec. 17/21-2.50	Jan. 4/22-2.50	--	5.00
			Jan. 11/22-5.00	--	--	5.00
	“ - 2.50	“ - 2.50	Dec. 20/21-2.50	Jan. 30/22-2.50		5.00
	“ - 5.00		Feb. 21-22- 5.00	--	--	5.00
1.00	“ - 1.00		Dec. 10/21-1.00	Jan. 5/22-1.00		2.00
	“ - 1.00	Jan. 9/22-1.00	May 24/22-2.00	--	--	2.00
		“ “ - 5.00	Dec. 19/21-5.00			5.00
5.00			Jan. 16/22-5.00	--	--	5.00
1.00			Nov. 9/21-1.00	--	--	1.00

2.00			Nov. 9/21- 2.00	--	--	2.00
	Dec. 9/21- 1.00	Jan. 9/22- 1.00	Dec. 15/21- 1.00	Feb. 20/22- 1.00	--	2.00
	“ - 1.00	“ - 1.00	Dec. 20/21- 1.00	Feb. 21/22- 1.00	--	2.00
2.00			Nov. 23/21- 2.00	--	--	2.00
		“ - 1.00	Jan. 31/22- 1.00			
2.00			Nov. 17/21- 2.00	--	--	2.00
5.00			Feb. 21/22- 5.00	--	--	5.00
	“ - 2.50	“ - 2.50	Dec. 14/21- 2.50	May 12/22- 2.50		5.00

W 1922			
Junior	Muse, Annie	235 N. Main, Danville, Va.	5.00
“	McCauley, Sally	New Hope, Virginia	3.00
“	McGehee, Lucy	Keysville, “	5.00
“	Norton, Dorothy	Deltaville, Virginia	5.00
“	Nunnally, Agnes	Keysville, “	3.00
“	Ober, Marjorie		
“	Payne, Jennie D.	Buckner, “	1.00
“	Proffitt, Elsie	1425 Camphill Ave., Roanoke	5.00
“			
“	Rickman, Helen	Cumberland, Virginia	2.00
“	Roane, Nancy	306 Dinwiddie St. Portsmouth	1.00
“	Rudd, Genevieve	Med. College of Va. Richmond	5.00
“	Ryland, Lillian	Urbanna, Virginia	4.00
“	Rudd, Genevieve		
“	Richardson, Elizabeth		
“	Schlack, Susan	Winchester, Virginia	10.00
“	Scribner, Addie	Bunnleyo, “	5.00
“	Scripture, Helen	Woodford, “	2.00
“	Shore, Katharine	Burkville, “	1.00
“	Smith, Helen	1319 22 <sup>nd</sup> St. Newport News.	10.00
“	Smith, Orra	Java, Virginia	1.00
“	Smothers, Mary	Reidsville, N.C.	1.00
“	Sparrow, Elizabeth	314 So. 2 <sup>nd</sup> St. Wilmington, N.C.	2.00
“	Spear, Bernice	Kinston, N.C.	5.00
“	Spiers, Norma	525 30 <sup>th</sup> St. Newport News, Va.	5.00

“	Stearn, Abigail	Mt. Clinton, Virginia	2.00
“	Strough, May	Ft. Defiance, “	2.00
“	Swats, Virginia	Churchville, “	2.00
“	Swecker, Nina	Spring Creek, “	5.00
“	Tanner, Mary	Ruth, Virginia	2.00
“	Thomas, Hester	Culpepper, “	1.00
“	Thomson, Margaret	Goode, “	1.00
“	Thrush, Ethel	Front Royal, “	5.00
“	Turpin, Susie	Tyro, Virginia	2.00

5.00			Nov. 16/21- 5.00	--	--	5.00
1.50	Dec. 9/21- 1.50		Dec. 16/21- 1.50	Feb. 24/22- 1.50	--	3.00
	" - 2.50	Jan. 9/22- 2.50	Dec. 9/21- 2.50	Feb. 21/22- 2.50	--	5.00
	Dec. 9/21- 2.50	Jan. 9/22- 2.50	Dec. 9/21- 2.50	Mar. 10/22- 2.50	--	5.00
	" - 1.50	"- 1.50	Dec. 12/21- 1.50	Jan. 12/22- 1.50	--	3.00
			Jan. 4/22- 1.00			1.00
		"- 1.00				
	" - 3.00	" - 2.00	Dec. 2/21- 3.00	Jan. 9/22- 2.00	--	5.00
	" - 1.00	" - 1.00	Dec. 19/21- 1.00	Sept. 21/22- 1.00		2.00
1.00			Dec. 3/21- 1.00			1.00
	" - 5.00		Nov. 16/21- 5.00	--	--	5.00
	" - 2.00	" - 2.00	Dec. 15/21- 2.00	Jan. 4/22- 1.25	Feb. 21/22- 75	4.00
			Jan. 20/22- 2.00	--	--	2.00

			May 18/22- 1.00			1.00
	“ - 5.00	“ - 5.00				
	“ - 2.50	“ - 2.50				
	“ - 1.00	“ - 1.00	Dec. 9/21- 1.00			1.00
	“ - .50	“ - .50	Dec. 19/21- .50			
10.00			Dec. 12/21- 10.00	--	--	10.00
	“ - 1.00		Feb. 23/22- 1.00			1.00
	“ - 1.00					
	“ - 1.00	“ - 1.00	Dec. 14/21- 1.00	May 16/22- 1.00	--	2.00
5.00			Nov. 12/21- 5.00	--	--	5.00
	“ - 2.50	“ - 2.50	May 29/22- 2.00			
	“ - 1.00	“ - 1.00				
1.00	“ - 1.00		Dec. 16/21- 1.00	Feb. 25/22- 1.00	--	2.00
	“ - 1.00	“ - 1.00	June 1/22- 2.00			2.00
		Feb. 9/22- 5.00				
	Dec. 9/21- 2.00		Feb. 28/22- 2.00			2.00
	“ - .50	Jan. 9/22- .50	Dec. 10/21- 1.00			1.00



Page 397 continued

		“ - 1.00	Jan. 26/21- 1.00			1.00
	Jan. 9/21- 2.00	Feb. 9/22- 3.00				
2.00			Nov. 17/21- 2.00			2.00

1922			
Junior	Viley, Ella	Norton, Virginia	3.00
“	Via, Elizabeth	Waynesboro, “	1.00
“	Via, Hannah	Free Union, “	5.00
“	Vincent, Gladys	521 Glasgow St. Portsmouth, Va.	1.00
“	Wagstaff, Helen	Herndon, Virginia	2.00
“	Wagstaff, Zelena	“ , “	2.00
“	William, Dorothy	Cape Charles, “	1.00
“	Wilmouth, Kate	Chase City, “	2.00
“	Wimbish, Spottswood	Nathalie, “	2.00
“	Womack, Elizabeth	Keysville,”	2.50
“	Wright, Elizabeth	Bancroft, “	2.00
“	Wysong, Mildred	Shenendoah, “	3.00
“	Walker, Helen	814 Harrington Ave., Norfolk, Va.	3.00
“	Walters, Selina	Winthrop Manor, Staunton Va.	3.00
“	Yeatts, Ona	Chatham, Virginia	2.00
	The Class	For finishing council room	100.00

	Dec. 9/21- 1.50	Jan. 9/22- 1.50	Jan. 27/22- 3.00	--	--	3.00
	June 9/22- 1.00					
	Dec. 9/21- 2.50	“ - 2.50				
	“ - 1.00					
2.00			Jan. 6/22- 2.00			2.00
2.00			Jan. 6/22- 2.00			2.00
	Dec. 9/21- 1.00		Dec. 9/21- 1.00			1.00
	“ - 1.00	Jan. 9/22- 1.00	Mar. 18/22- 1.00	June 1/22- 1.00		2.00
2.00						
2.50			Dec. 19/21- 2.50			2.50
	“ - 1.00	“ - 1.00				
	“ - 1.00	Feb. 9/22- 2.00				
	“ - 1.00	Jan. 9/22- 1.00				
1.00	“ - 1.00	Mar. 9/21- 1.00	Feb. 27/22- 3.00	--	--	3.00
2.00			Nov. 16/21- 2.00	--	--	2.00

			June 6/22- 100.00			
--	--	--	----------------------	--	--	--

(Final page 400 is blank.)