

VIRGINIA NORMAL SCHOOL BOARD,

A. STUART ROBERTSON, SECRETARY-AUDITOR.

STAUNTON, VA. Sep. 15, 1915.

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

Dear Mr. Burruss:-

I was sorry not to see you again yesterday, and to hear that you will probably not be able to attend the Radford meeting, but I was unable to stay over and will have to make another trip to Harrisonburg this month after Miss Sprinkel has completed her statements for July and August.

I wanted to talk to you particularly about the past due and unpaid bills which the school owes and about the advisability of holding up on the grading until these can be paid. It seems to me that all bills should be discounted and the grading postponed until the school can get a special appropriation or has more money in hand. I also wanted to ask you whether the town or the school paid for the new sidewalk in front of the school property and will be obliged if you will give me this information.

I think the presidents of the other schools intend to present statements showing the net profit of the summer school, and I shall be greatly obliged if you will let me have a similar statement, showing as nearly as you can at this time the net profit of the summer operations. If you can do so, I should like to have this in time for the Radford meeting, and you might mail it to me there in care of Dr. J. P. McConnell.

I suggested to Miss Sprinkel the desirability of having folders or envelopes for each voucher. I think it very desirable to make some improvements in the system of filing the vouchers and if you care to see them will be glad to send you samples of the forms used in some of the other schools.

During the dinner hour I went over the buildings and looked into a great many of the rooms and was very much pleased and surprised to see them in such excellent shape. It is really remarkable that the rooms are in such good condition immediately after the summer school.

If you should find that you can attend the Radford meeting and come by way of Staunton, I hope you will let me know when you get here.

With best regards, I am

Yours very truly,

*Stuart W. Robertson.*

Secretary-Auditor.