

Harrisonburg

REPORT OF A. STUART ROBERTSON, SECRETARY-AUDITOR FOR THE NORMAL
SCHOOL BOARD FOR THE MONTH OF OCTOBER - SEPTEMBER ACCOUNTS.

The following is a condensed statement of the Treasurers' reports
for the month of September, 1918.

	FARMVILLE	HARRISONBURG	FREDERICKSBURG	RADFORD
BAL. Sept. 1.	\$1,846.45*	\$7,004.82	\$14,937.32	\$16,280.55
Receipts	25,891.46	13,444.87	10,293.69	8,289.58
Total	<u>\$27,737.91</u>	<u>\$20,449.69</u>	<u>\$24,330.91</u>	<u>\$24,570.13</u>

EXPENDITURES.

SCHOOL DEPARTMENT.

Amt. overpaid	2,391.03	1,134.16	1,337.49	592.00
Faculty	6,279.64	1,134.16	1,337.49	592.00
Employees	5,565.83	729.26	721.40	462.89
Trustees		59.61	59.61	59.60
School sup.	239.33	19.84	29.59	216.32
H. L. & W.		123.23	397.06	19.83
Pr. & Adv.	210.83	15.30	91.41	108.99
Office Exp.	53.88	50.96	87.59	138.57
Trav. Exp.	20.60		54.25	37.08
Library	125.66	.75	150.95	195.01
Int. & refunds	2,101.00			
Buildings	3,361.78	1,856.62		842.05
Equipment	376.37	329.70		173.20
Repairs	958.68	329.78	117.99	165.64
Entertainment	125.00			
Miscellaneous	50.00			.58

Home DEPARTMENT.

Salaries	829.41	151.60	181.24	45.00
Wages	773.33	6.44	136.53	77.20
Laundry	741.41	92.92	61.96	104.82
Eq. & sup.	1,529.30	12.89	97.84	195.36
Table	5,385.74	1,156.39	156.39	1,799.77
H. L. & W.	1,007.10	344.59	358.05	197.06
Infirmery	41.95			
Room rent		35.00		
Supply room	576.12	286.25	.70	
Refunds			15.00	7.00
Sundries	33.92	214.50		63.90
Grounds		86.60	62.22	
Balance	13,193.46	13,193.46	20,159.64	19,068.26
Total	<u>\$27,737.91</u>	<u>\$20,449.69</u>	<u>\$24,330.91</u>	<u>\$24,570.13</u>

HARRISONBURG.

On November the 16th I checked over the July, August and September accounts at Harrisonburg. This did not include the summer school accounts which will be ready for audit on my next visit. The Treasurer's statement for September shows a balance on hand amounting to \$13,193.46 of which \$1908.13 is to the credit of the building fund, \$676.16. to the credit of the Students Loan Fund, and \$10,609.17 to the credit of the general fund. The outstanding accounts were returned as approximately \$1500.00. The item of \$214.50 charged to sundries was simply a transfer check to the building fund. The treasurer's statement agreed with the books of the school and all expenditures were supported by a voucher in proper form and amount, except that a number of checks were not in and could not be examined at the time of my last visit. They will be examined on my next trip and the bank balance verified.

The work of completing the main building has progressed to the point where they are now ready for the carpenters to begin work. The concrete floor and connection with the adjoining building has been completed and work appears to have been very well done. The extensive grading on the lawn has been done under the direction of Mr. Chaplelear with very good effect and a concrete walk has been laid from the new dormitory to the dormitory opposite it across the lawn.

As the Board is aware the school was closed for four weeks on account of Influenza. Those who were sick at school were well taken care of in the face of many difficulties and no deaths resulted. As was to be expected a number of the girls did not return and probably will not come back until the beginning of the next term. The attendance has fallen from 299 to 265. The loss in revenue, due to closing Dr. Burruss assumes about \$4,000.00 and the net loss at about \$1500.00. This will of course affect the financial showing of the school at the end of the fiscal year.

The traveling expenses were paid during the month as follows:

RADFORD.	Dr. McConnell, Pulaski and Norton	\$ 1.00
	Miss Moffet to Tazewell	.68
	Dr. McConnell mileage book	30.00
	Total.....	<u>37.08</u>

FARMVILLE.	Dr. Jarman to Richmond to see Supt. Hart	\$12.94
	Aug. 20. Miss Cox to Richmond to buy linen	7.66
	Total.....	<u>20.10</u>

FREDERICKSBURG.	Aug. Dr. Russell addressed County Land Church	\$5.00
	Auto. Bill	1.25
	Spottsylvania Court House to see students	3.00
	Aug. 17. Caroline to get teacher	2.80
	" 18. Richmond to get teacher	23.85
	Addressed Westmoreland County	10.00
	Sept. 3. Richmond and telegraph	3.35
	Total.....	<u>49.25</u>

HARRISONBURG. No traveling expense.

Respectfully submitted,

Secretary-Auditor.