

REPORT OF A. STUART ROBERTSON, SECRETARY-AUDITOR FOR THE NORMAL SCHOOL BOARD FOR THE MONTH OF AUGUST, 1917. July Accounts.

The following is a condensed statement of the Treasurers' reports for the month of July, 1917.

	FARMVILLE	HARRISONBURG	FREDERICKSBURG	RADFORD
Bal. July 1	\$8980.75	\$650.53	\$11,587.94	\$841.43
Receipts	6210.85	6388.95	9,689.27	2548.43
Total	\$15191.60	7039.48	\$20,277.21	3389.86

EXPENDITURES.

SCHOOL DEPARTMENT.

Faculty	733.33	\$1360.17	\$1,646.65	\$185.00
Employees	333.38	540.75	478.08	247.07
Trustees				32.75
School Supplies	7.61	10.69	4.59	
Heat L. Water	218.33		64.46	209.08
Printing & Adv.	533.79	527.25	24.77	589.50
Office Expenses	3.83	36.50	68.72	23.75
Traveling "	53.40	21.87	28.30	70.85
Library	3.00	1.69	69.88	60.59
Stud. L. Fund		5.00		
Buildings	100.00			
Repairs	30.31		115.78	121.31
Equipment	170.76	30.00	115.85	148.50
Insurance	24.54			
Miscellaneous		52.30	158.48	13.00

HOME DEPARTMENT

Salaries	160.00	79.00	249.99	57.50
Wages			7.00	
Laundry		20.00		
Equip & Sup	85.00	7.12	1.90	37.62
Table		628.09	28.73	
Heat L. & Water			128.91	48.07
Supply Room	113.94	133.78	152.08	
Refunds		187.04		
Sundries		79.63		
Bal. on hand	12620.38	3321.60	16933.04	1483.77
Total	\$15191.60	\$7039.48	\$20277.21	3389.86

HARRISONBURG.

The Treasurer's report for July shows a balance on hand amounting to \$3321.60 and amounts due creditors Aug.1st, as follows:

Unpaid bills approximately	....	\$856.89
Borrowed from Summer School		3000.00
Accounts paid on Aug.1		2849.43

Total \$6705.32

The August statement shows a balance on hand Sept.1st amounting to \$1767.45. I checked over the Harrisonburg accounts on Oct.12th and found the Treasurer's statement to agree with the books of the school. All expenditures for the month of July were supported by proper vouchers. The August vouchers had not at that time been arranged for my examination, but I went over the canceled checks and found a canceled check for all expenditures with the exception of the few checks which had not yet been cashed and returned by the bank. I will go over the bills in detail for which these checks were given on my next visit to the school.

I am very glad to report that in spite of the difficulties and discouragements which Dr. Burruss had during the latter part of the summer on account of the epidemic of infantile paralysis, the school has a capacity attendance, therek being about 275 girls enrolled. Dr. Burruss tells me that the dormitories are more crowded than at any time before, and that there are a number of students rooming in rented rooms with meals and laundry at the school. The attendance is considerably ahead of what it was at this time last year.

The following is a statement of the amounts paid out for traveling expenses during the months of July and August.

RADFORD.

July 9.	M.P.Berkeley, expense Farmville to Radford for conference with regard to position as matron .....	\$6.15
July 26.	J.P.McConnell, mileage book .....	20.00
" "	" " " " trip to Nashville, meeting State colleges and Normal Schools .....	25.00
" "	Miss Pamplin, a trip to Richmond, June 5 for Writing Teachers' Conference .....	19.70
	Total	<u>\$70.85</u>

August - No traveling expenses.

FARMVILLE.

Aug.1.	J.M.Granger, Radford, meeting Va. Asso. Colleges and schools for girls .....	7.60
" "	J.M.Granger, for expenses of Prof. J.M. Clapp in connection with lectures at the State Norm. Sch .....	19.80
" "	Lila London, trip to Richmond .....	7.90
" "	Dr. Jarman, Board meeting, Richmond July 13 .....	18.10
	Total .....	<u>\$53.40</u>
	August	
Aug.14,	B.M.Cox, trip to Richmond .....	16.00

FREDERICKSBURG.

July 10.	Taxi for month .....	4.25
" 11	E.H.Russell, address at King George C.H. 7/7 .....	6.00
" 6	" " " " trip to Richmond for Summer School .....	9.30
" 20	" " " " Board meeting, 7/13 .....	8.75
		<u>28.30</u>
August 8.	Auto ordered by A.B.Chandler .....	1.00
" 13	E.H.Russell, trip to Ithaca N.Y. to secure a music teacher Aug.2 .....	32.19
" 15	A.B.Chandler, trip to York Co. & Norfolk Aug.8 to 10 to get students and secure positions for graduates .....	10.63
" "	A.B.Chandler, trip to Richmond July 27 to see Supts. about positions for graduates .....	4.95
		<u>48.77</u>

HARRISONBURG.

July 27.	J.A.Burruss, Board meeting July 13 .....	21.87
Aug.	Livery bill for Rural School Work .....	1.65

Respectfully submitted.

Secretary-Auditor.