

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

The following is a condensed statement of the Treasurers' reports for the month of <sup>March</sup> ~~April~~, 1917.

	Farmville	Harrisonburg	Fredericksburg	Radford.
Balance March 1		741.47	\$17,822.60	\$1,469.86
Receipts	\$21,839.75	40,601.69	6,454.73	31,246.55
Total	\$21,839.75	41,343.16	\$24,277.33	\$32,716.41

EXPENDITURES.

SCHOOL DEPARTMENT

Amt. Overpaid Mar. 1	5,614.48	<del>2,754.94</del>	<del>2,351.01</del>	<del>1,980.30</del>
Faculty	5,711.48	2,754.94	2,351.01	1,980.30
Employees	412.50	511.80	563.25	399.35
Trustees	85.81	57.20	55.88	55.84
School Supplies	257.44	112.17	143.93	46.54
Heat, Light & Water	723.83	233.83	123.96	119.03
Printing & Adv.	93.50	7.00	11.50	144.37
Office Expenses	29.65	46.93	62.36	34.23
Traveling Exp.	97.90	54.67	37.69	69.80
Library	24.42	24.35	2.89	49.84
Students Loan Fund		227.00		118.30
Buildings	105.84	10,813.49		
Repairs	102.72	121.31	120.69	71.59
Equipment	68.64	69.71		1,144.96
Insurance	32.72			23.94
Int & Refunds	183.00	10,645.00		
Miscellaneous			83.00	87.85
Supply Room	57.72			
Entertainments		158.72		

HOME DEPARTMENT.

Salaries	746.82	200.00	279.99	159.16
Wages	562.39	215.60	283.45	294.30
Laundry	485.41	411.54	279.35	202.47
Eq. & Supplies	166.23	90.56	57.50	7.50
Table	2,899.87	2,034.19	1,608.93	1,378.35
Heat, Light & Water	250.98	514.40	247.88	118.58
Infirmary	37.35		11.80	11.45
Supply Room		345.41	99.95	
Sundries		17.35		24.00
Room rent		87.50		
Refund				31.75
Loan				23,000.00
Balance April 1	13,091.06	11,587.99	17,852.32	3,142.91
Total	\$21,839.75	41,343.16	24,277.33	32,716.41

HARRISONBURG.

The Treasurer's statement for Harrisonburg shows a balance on hand April 1st amounting to \$11,722.74, of which \$8,817.95 is to the credit of the building fund, \$350.75 to the credit of the Loan Fund and the balance, amounting to \$2554.04, to the credit of the General Fund.

The amounts due creditors on April 1st. are stated as follows:

Unpaid bills approximately	.....	\$1948.95
Accts. pd April 1st		
Faculty .....	\$1217.55	
Employees	507.70	
Other bills	2700.65	4425.90
		<hr/>
		\$6374.85

Included in the receipt for the month were the special appropriations for buildings amounting to \$30,000, and the loan fund appropriation of \$400.00. The item of \$10,645.00 charged to Interest & Refunds represents the repayment of the loan gotten from a Harrisonburg Bank to carry on the work on the new dormitory and the discount on the notes.

On May 5th I visited the school with the members of the building committee, and went over the new dormitory. The action of the building committee is shown in the minutes of this meeting and will be submitted to the Board later on. After the building committee adjourned I remained over to check over the accounts for the month, and found the Treasurer's statement to agree in all respects with the books of the school, and all expenditures supported by proper vouchers.

Voucher No. 2730 for \$2.85 paid a bill for a carriage to take students to one of the rural schools. At the other schools this item would have been charged to Miscellaneous or Contingent, and so this item will be omitted in my statement of the traveling expenses for the month.

TRAVELING EXPENSES were reported for the month as follows:

HARRISONBURG

1917			
Jan.	Taxi .....		\$ .45
19-22	Meeting at Farmville .....		18.98
Feb, 28 to	Mar. 1. Committee meeting on Smith-Hughes act. Richmond .....		12.74
Mar. 16-18.	Richmond, to confer with Governor. at his request on Vocational Training, etc. ....		19.65.
	Total		<u>\$51.82</u>

FREDERICKSBURG.

Mar. 2-3	A. B. Chandler, Teachers Inst. Orange		6.84
" 4	Taxi bill .....		5.00
Feb. 28	Mr. Russell, Richmond .....		5.00
Mar. 3	" " " .....		8.10
" 6-7	" " " .....		5.10
" 16-17	Mr. Chandler, Richmond, Association Virginia Colleges .....		6.75
" 17	Mr. Chandler, Summit to deliver address .....		.90
	Total		<u>\$37.69</u>

FARMVILLE.

Mar. 19-23	Mr. Granger, Southern Conference of Teachers of English, Macon, Ga.		45.80
" 17	Dr. Jarman, Richmond, Association of Virginia colleges and confer- ence with the Governor. ....		18.10
Mar. 2	S. P. Duke, Supt. Conf. N. E. A. Kansas City .....		34.00
	Total		<u>\$97.90</u>

RADFORD.

Mar. 9.	Mileage Book .....		20.00
" 15	Trip to Richmond to confer with Governor on Smith-Hughes bill & meeting of Va. Association of Colleges .....		10.00
" 15-17	Mr. Avent, 4th Congressional Educational Conference, Emporia		19.80
" 29	Mileage book .....		20.00
	Total		<u>\$69.80</u>

Respectfully submitted

Arthur Robertson  
Secretary-Auditor.

Approved.

X X  
President.