

REPORT OF A. STUART ROBERTSON, SECRETARY-AUDITOR FOR THE NORMAL SCHOOL BOARD FOR THE MONTH OF JANUARY, 1917. DECEMBER ACCOUNTS.

The following is a condensed statement of the Treasurer's reports for the month of January, 1917.

	Farmville	Harrisonburg	Fredericksburg	Radford.
Bal. Dec. 1	\$278.65	\$148.71	\$17995.16	\$3202.46
Receipts	14191.20	12520.73	6148.44	11283.01
Total	<u>\$14469.85</u>	<u>12669.44</u>	<u>24143.60</u>	<u>14485.47</u>

EXPENDITURES.

SCHOOL DEPARTMENT.

Faculty	5568.15	2402.45	2723.84	2747.01
Employees	412.50	421.88	572.00	260.31
Trustees	41.10	27.40	27.40	27.40
School Supplies	53.56	68.67	136.44	82.25
Heat, Light & Water	663.12		91.06	148.04
Printing & Adv.	63.50		2.50	20.75
Office Expense	20.66	18.00	62.61	33.44
Trav. "	37.58		63.45	22.56
Library	193.05	145.72	68.95	65.40
Students Loan Fund		141.50		65.32
Buildings	1249.30	7216.27		8003.52
Repairs	175.98	145.73	147.43	97.15
Equipment	34.50	178.03	13.75	144.69
Insurance				125.00
Int. & Refunds	75.00	154.35		
Miscellaneous	48.39	65.50	278.20	105.56

HOME DEPARTMENT.

Salaries	746.64	43.00	309.99	344.16
Wages	560.85	209.65	241.50	205.91
Laundry	448.25	293.82	230.89	150.24
Equip. & Supplies	176.22	29.72	240.78	6.32
Table	2665.36	230.69	2125.96	790.33
Heat, Light & Water	430.63	3.04	182.05	83.15
Infirmary	27.30		11.95	
Supply Room	415.45	18.21	447.39	7.50
Refunds		20.00	5.00	
Sundries		87.50		
Bal. on hand	362.76	888.31	16160.46	949.46
Total	<u>\$14469.85</u>	<u>\$12669.44</u>	<u>\$ 24143.60</u>	<u>\$14485.47</u>

- 4 - December Report.

HARRISONBURG.

I checked the December accounts at the Harrisonburg School on February 28th, and found the Treasurer's statement to agree with the books of the school and all expenditures to be supported by proper vouchers.

The treasurers' statement showed a balance on hand Jan.1st amounting to \$888.31, and amounts due creditors as of that date as follows:

Bucher & Sons, Building	\$5450.00
Other unpaid bills, approx.	2086.78
Accts. paid on Jan.1st	
Faculty	483.33
Employees	75.00
Salaries	130.00
Other bills	6044.87
Total	\$ 14269.98

I had not an opportunity to talk to Mr. Burruss on the occasion of my visit to Harrisonburg, as he had been called away from the school, but I understood that it was his expectation to put the girls into the new dormitory at the beginning of the next term of the school, March 19th, 1917. I went through the building and found a large force at work. The work is progressing rapidly, and I trust that the building will be in shape for occupancy by the date named.

The work appears to be very well done.

- 5 - December Report.

Travelling expenses were paid during the month of
December as follows:

RADFORD.

Dec.6.	Dr. McConnell, Educational Conference in Richmond....	\$15.11
Dec.8.	Mr. Gilbert - Falls Mills	4.65
Dec.15th & 16th.	Dr. McG. Teachers Institute, Pulaski	3.40
	Total	<u>\$22.56</u>

FARMVILLE.

Nov.30 to Dec.1.	Mr. Granger, National Council Teachers of English, New York	37.58
------------------	--	-------

FREDERICKSBURG.

Nov.28.	Mr. Russell, Educational Conf. Richmond, 4 days	15.35
Dec.1.	Mr. Tyner and Miss Houchen, Teachers Inst. Bowling Green	3.20
Dec.1.	November auto bill, including \$6.00 for trip to Bowling Green	10.25
"	Miss Black Educational Conference, Richmond	5.30
"	" Goelrich, " " "	13.20
Dec.4.	Miss Fraser " " "	12.05
Nov.11.	A.B. Chandler, Jr. expenses Brandy High School to deliver lecture. Credit pd by High School \$5.00 - Balance	4.00
	Total	<u>\$63.45</u>

HARRISONBURG.

Nothing.