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BROCK T. WHITE, KEEZELTOWN

VIRGINIA NORMAL SCHOOL BOARD

EXECUTIVE COMMITTEE:

RICHARD B. DAVIS
JOHN W. PRICE
MERRITT T. COOKE
W. W. KING
W. C. LOCKER

STATE NORMAL SCHOOL AT FARMVILLE
STATE NORMAL SCHOOL AT FREDERICKSBURG
STATE NORMAL SCHOOL AT HARRISONBURG
STATE NORMAL SCHOOL AT RADFORD

FINANCE COMMITTEE:

OSCAR L. SHEWMAKE
BROCK T. WHITE
GEO. B. RUSSELL
V. R. SHACKELFORD

SECRETARY-AUDITOR:

A. STUART ROBERTSON, STAUNTON, VA.

March 27, 1916.

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

Dear Dr. Burruss:-

I enclose herewith a copy of the minutes of the Executive Committee meeting so far as they relate to the Harrisonburg School. In addition to this the Board decided to hold a meeting at Radford on Saturday, April 15th. The Board will also recommend at that meeting that the date of the annual meeting be changed from April to July.

With the approval of the Executive Committee I am asking that the monthly financial statements of the schools show the amount, if any, of unpaid bills at the date of the report. Of course, there will be bills which have not been rendered, and can only be estimated, but the report could show the amount of bills that have been rendered and have not been paid, the amount of salaries due that have not been paid, and the approximate amount of bills which have not yet been rendered.

With kind regards, I am

Yours very truly,

A. Stuart Robertson
Secretary-Auditor.

Enclosure.