

COPY

Harrisonburg, Va., March 21, 1912.

Hon. George B. Kezell,
President of the Board of Trustees,
State Normal and Industrial School for Women,
Harrisonburg, Va.

Dear Sir:

In accordance with the by-laws of the Board, I have the honor to make the following annual report:

There is little to add to my report dated November 15, 1911, except to submit a financial statement for the fiscal year and a budget for the ensuing year.

Since submitting my last report a number of new students have entered, and the spring term, which begins the 25th instant, promises to bring a considerable increase in the enrolment. The outlook for the summer term is most encouraging, and most of the rooms in the dormitories have already been engaged for the fall term. There has been very little sickness among the students, and they have worked well, making the year a most successful one. The entrance requirements will be enforced even more strictly during the coming year, the school being in a position to consider quality of students rather than numbers, it being impossible under the conditions which confront us to materially increase the number of students in attendance during the next two years. The faculty of the institution has worked faithfully, loyally and harmoniously, and it has never been my fortune to be associated with more satisfactory and congenial colleagues. The plan of cooperation with the schools of the town and county has succeeded well, and the relations are constantly growing better.

It is useless to again call attention to the great needs of the school. The appropriations for the coming two years are so limited that it will be impossible to do more than to make a small beginning toward meeting the greatest of our needs. The lack of building space and equipment, and especially the inferiority of our provisions for the laundry, kitchen and dining departments, as compared with other schools of the same class, makes it very difficult to properly care for our students at the rate at present charged. This simple statement is made in no spirit of complaint, but merely for the purpose of forestalling any unfavorable comparison which may perhaps some time be made between this school and others of its class.

Every effort will certainly be made to keep the expenditures within the limits of the appropriations, indeed for the first year it is purposed to go even farther than this and use a portion of the maintenance appropriation to meet a part of the deficit being carried by the school on account of buildings already erected and also to provide for the erection of a much-needed stable. This

being done, there will remain a deficit of only \$6,830.95 on account of the debt incurred in building during the past two years. It is hoped that you will see fit to continue to carry this debt during the coming two years, in order that the small appropriation for betterments may not be reduced, but used in its entirety for beginning the construction of the building which we have planned.

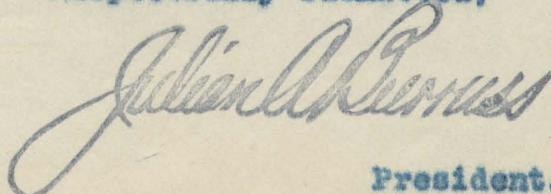
After consultation with the architect I have decided to recommend that the \$25,000 appropriation be used as far as it will go toward the erection of the front portion of the dining hall. I am informed that it will probably be sufficient to complete the interior of the first floor and basement, leaving stairways and second floor unfinished. This will meet the greatest need of the school department, as it will give a library and an assembly room, thus relieving the present academic building and providing additional classrooms. It is very much to be regretted that means are not available to provide better laundry facilities and to make some much needed improvements to the grounds.

Next following is a financial statement showing the expenditures for all purposes during the fiscal year closing February 29, 1912, and the receipts during the same period. The deficit of \$8,601.95 shown in the school department is almost entirely due to the cost of our Dormitory No. 2, a fact with which you are already familiar; and, as stated above, by taking a part of the appropriation for maintenance for the first year the deficit will be reduced to \$6,830.95. The apparent surplus of \$2,733.38 in the boarding department will be needed in paying invoices now due. As has been stated before the boarding department is now on a self-sustaining basis, but there is as yet no margin.

The budget for the ensuing year is submitted. Exceedingly close calculations have been made, and in most cases there is no increase over the past year, on the other hand in several cases the amounts have been decreased. In this way the budget has been kept within the available appropriation. A tentative budget for the second year is also submitted, it being considered wiser to wait until the next annual meeting to make definite recommendations for that year.

In closing my fourth annual report I wish to express my sincere appreciation of your uniform consideration, support and encouragement, realizing that whatever of success may have been attained has been largely the result of this and of the loyal cooperation of the faculty of the school.

Respectfully submitted,



President.