

MAINTENANCE FUND REPORT

Expenditures for 1940-'41, Estimates for 1941-'42, and Requests for 1942-'43

DEPARTMENT OF _____

RESOURCES :

| | 1940-41 | 1941-42 | Requested 1942-43 |
|---|----------|----------|----------------------|
| Regular budget allowance | 2,100. | 1,600. | 2,100 at least |
| Balance forward from previous year | — 22.24 | 550.31 | |
| Special budget allowance | 450 | 685 | 500 |
| Fee income | 1,520.20 | 1212.97* | |
| Other receipts <i>Transfer Deposits</i> | 193.38 | 419.18 | |
| <i>Sal. & Wages</i> | 457.55 | | |
| <i>Unappr. Balance</i> | 400.00 | | |
| TOTALS..... | 5098.89 | 4467.46 | |

EXPENDITURES :

| | Expended 1940-41 | Expended to Date | 1941-42 Ext. Rest of Year | Total for year | Recommended 1942-43 |
|--------------------------|---------------------|---------------------|---------------------------------|-------------------|------------------------|
| 1. General Maintenance : | | | | | |
| Office supplies | 252.76 | 144.34 | 50.00 | 194.34 | 180. |
| Postage | 318.58 | 111.84 | 75.00 | 186.84 | 180. |
| Printing | | | | | |
| Telephone & telegraph | 131.20 | 59.36 | 35.00 | 94.36 | 100. |
| Repairs, etc. | 501.09 | 150.73 | 200.00 | 350.73 | 350. |
| Freight & express | 57.43 | 6.31 | 10.00 | 16.31 | 25. |
| *Lab. supplies | 1164.89 | 222.17 | 200.00 | 422.17 | 500 |
| **Permanent equipment | 682.95 | 880.01 | 100.00 | 980.01 | 500. |
| Travel expense | | | | | |

List below any additional items carried on your books, such as -

| | | | | | |
|---|---------|---------|---------|---------|-----|
| Steno. Bureau services | | | | | |
| Vis. Instr. Bur. services | 16.65 | | | | |
| Association dues | 36.00 | 9.00 | 9.00 | 18.00 | 18. |
| Laundry | 300.21 | 100.17 | 65.00 | 165.17 | 250 |
| Photographic work | 19.65 | | | | |
| <i>Misc.</i> | | | 25.00 | 25.00 | 25 |
| <i>Labor on intramural field preparing it for skating rink</i> | | 96.30 | - | 96.30 | |
| <i>Installing & taking down lights in gymnasium for summer recreation</i> | | 44.09 | - | 44.09 | |
| <i>15 gal. paint for basketball courts</i> | | 36.75 | - | 36.75 | |
| <i>3 K.M. - work on playgrounds</i> | 589.55 | | 326.45 | 326.45 | 500 |
| TOTALS | 4064.88 | 1861.07 | 1070.45 | 2605.07 | |

2. Payroll (item 3b on Irregular Payroll Report)

| | | | | |
|---------|---------|---------|---------|--|
| 2200.00 | 2432.32 | 686.45 | 3118.77 | |
| | 4293.39 | 1455.45 | 5748.84 | |

GRAND TOTALS :

*Include items covered by student laboratory fees, such as chemicals, animals, animal food, ice, gas, lab. outlines, etc.

**Itemize on reverse side.