

**Morehead State University
Special Collections & Archives
Archives Accession Form**

Department or Office: Office of Budgets and Financial Planning

Collection Title: Account Ledgers, 1924-1966

Record Group Number: RG031-17-28

Date transferred: June 23, 2017 from the underground storage facility.

Processed by: Dieter C. Ullrich

Cataloged by: Dieter C. Ullrich

Date Listed: August 31, 2017

Date Span: 1924-1966

Size of Collection: 27.0 linear feet.

Number of Boxes: 1 legal half size document case; 1 legal size document case; 12 records center boxes; 5 oversized boxes and 3 bound ledgers.

Type of Material: Ledgers and cashbooks.

Condition of Material: Fair with minor foxing and fading due to improper storage.

Arrangement: Organized by size of ledger; Chronological arrangement.

Historical Information: Office of Budgets and Financial Planning at Morehead State University began modestly with a single part-time bookkeeper in the spring of 1924. Presently, the office manages over fifty employees in nine separate divisions. It provides administrative, financial, facility, personnel, procurement, and environmental health and safety services essential to the University community.

Scope and Content: Collection consists of account ledgers, cashbooks and inventory records retained by the Office of Budgets and Financial Planning, and predecessor offices, of Morehead state University from 1924 to 1966. Collection contains expense, disbursement, appropriation, revenue and receipt ledgers produced by the college's budget office. Included with the collection are building construction ledgers, petty cash ledgers, cashbooks, and student fee records.

Subject Headings / Descriptors:

Morehead State University. Office of Budgets and Financial Planning.

Morehead State University – History.

Morehead State University – Finance.
Account books.

Notes: RG031-15-41 was added to the collection on August 30, 2017 to complete the set.