April 6th, 1904.

Chicag, April 6th, 1904.

My dear Mr. Arnett:

Is there any appropriation from which we can draw to meet a charge of $350, or $400, for an organist? About $100 for that would be needed for this quarter. b) To give Mr. Williston $800 for collections this summer as last? I am afraid in the latter case we have used up the science fund.

Yours very truly,

William Harper
My dear Mr. Arnett:

Is there any appropriation from which we can draw a) to meet a charge of $350. or $400. for an organist? About $100. of that would be needed for this quarter. b) To give Mr. Williston $800. for collections this summer as last? I am afraid in the latter case we have used up the science fund.

Yours very truly,

[Signature]

Chicago. April 6th, 1904.
August 31st, 1904

My dear Mr. Arnett:-

Last April the material which you had prepared for the President's Report for 1902-3 was returned to you because for financial reasons it was not deemed advisable to publish that report. It was suggested, however, that the material be kept as a basis for a combined report from your department for 1903-4, which might be requested for publication in the President's Report in October of this year.

The time for carrying out this plan has now come. May I ask you therefore if you will look over your report previously presented, revise it and bring it up to the close of the last fiscal year ending June 30, 1904, and resubmit it at your earliest convenience in order that nothing may prevent us from issuing the entire President's Report punctually the first week in November. For this purpose material must be in our hands not later than the sixth of October.

Assuring you that I shall appreciate highly your cooperation, I remain

Yours truly,

W. R. Harper
Your report is enclostered.

Dear Mr. Smith,

I am preparing the President's report for the coming year and it is now necessary to contact you concerning the information you received last year regarding the President's report. It was suggested, however, that the department should prepare a report to be sent to the department for 1920-21 which might be revised and updated.

I am in the process of preparing a report to October of this year. The time has arrived to give the final report now given to you. In the meantime, we will give you an update of the President's report. The latest figures are as of June 30, 1920, and report at that time will be received.

Your early cooperation is important for the success of the President's report and the first week in November. For this purpose, material must be prepared in advance of this date. I have made arrangements to meet you at the end of the month.

I am gratified to know that I shall appreciate highly your co-operation. I remain

Yours truly,

W.R. Harper
Dear President Harper:--

Herewith I send you a statement of gifts received from September 1st, 1904 to December 19th, amounting to $137726.67, consisting of two sheets--

1st Summary
2nd Itemized list.

Yours truly,

[Signature]

President William R. Harper,
Haskell Museum.
Dear President Harper:

Hastily I send you a statement of facts

receiving from September 1st, 1904 to December 1st, amounted to

$1,234.56, consisting of two checks—

one from A. B. Company

and one from C. D. Company.

Yours truly,

President William Harper

Honeyville, Utah
University of Chicago

Gifts Received Sept. 1, 1904 to Dec. 19, 1904.

<table>
<thead>
<tr>
<th>For Current Expenses</th>
<th>Amount</th>
</tr>
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<tbody>
<tr>
<td>Additions and changes to Power Plant</td>
<td>91875.</td>
</tr>
<tr>
<td>Oriental Exploration</td>
<td>30000.</td>
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<tr>
<td>Bernays Library</td>
<td>5270.</td>
</tr>
<tr>
<td>Walter L. Loyd Scholarship</td>
<td>6000.</td>
</tr>
<tr>
<td>Special Fellowship</td>
<td>3000.</td>
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<tr>
<td>Yerkes Librarian</td>
<td>1000.</td>
</tr>
<tr>
<td>University Chimes</td>
<td>170.</td>
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<tr>
<td>German Books</td>
<td>111.57</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td></td>
</tr>
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<td><strong>Total</strong></td>
<td><strong>$137726.67</strong></td>
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E. & O.E.

December 19, 1904.

[Signature]

Auditor.
<table>
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<tr>
<th>Date</th>
<th>Donor</th>
<th>Fund Type</th>
<th>Amount</th>
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<tr>
<td>Aug. 29</td>
<td>John D. Rockefeller</td>
<td>Current Expense</td>
<td>30625.</td>
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<tr>
<td>Oct. 20</td>
<td>Mrs. M.J. Wilmarth</td>
<td>Special Fellowship</td>
<td>200.</td>
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<td>Nov. 3</td>
<td>John D. Rockefeller</td>
<td>Oriental Expl. Fund</td>
<td>8000.</td>
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<tr>
<td></td>
<td>Charles L. Freer</td>
<td>&quot;</td>
<td>10.</td>
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<tr>
<td></td>
<td>Arthur S. Johnson</td>
<td>&quot;</td>
<td>10.</td>
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<tr>
<td></td>
<td>D.J.O'Connell</td>
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<td>10.</td>
</tr>
<tr>
<td></td>
<td>Milton Evans</td>
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<td>10.</td>
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<td></td>
<td>A.T.Schinner</td>
<td>&quot;</td>
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<tr>
<td></td>
<td>James R.Jewett</td>
<td>&quot;</td>
<td>50.</td>
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<td></td>
<td>Annie M. Weyerhauser</td>
<td>&quot;</td>
<td>20.</td>
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<td>D. Stuart Dodge</td>
<td>&quot;</td>
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<td>Walter S. Rogers</td>
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<td>S.M. Mather</td>
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<td>4</td>
<td>Mrs. M.J. Wilmarth</td>
<td>Yorkes Librarian</td>
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<td></td>
<td>John E. Parsons</td>
<td>Oriental Explorations</td>
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<td>Mrs. J.H. Devereaux</td>
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<td>Charles T. Hook</td>
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<td>Isaac N. Seligman</td>
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<td>W.K.Bixby</td>
<td>&quot;</td>
<td>10.</td>
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<tr>
<td>9</td>
<td>Mrs. Annie Hitchcock</td>
<td>&quot;</td>
<td>10.</td>
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<tr>
<td></td>
<td>Dr. T.W. Goodspeed</td>
<td>&quot;</td>
<td>10.</td>
</tr>
<tr>
<td></td>
<td>&quot;E.J. Goodspeed</td>
<td>&quot;</td>
<td>10.</td>
</tr>
<tr>
<td></td>
<td>Stephen Salisbury</td>
<td>&quot;</td>
<td>10.</td>
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<tr>
<td>14</td>
<td>John D. Rockefeller</td>
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<td>Dec. 2</td>
<td>Amos Alonso Stagg</td>
<td>University Chimes</td>
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<td>John D. Rockefeller</td>
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<td>6</td>
<td>Anonymous</td>
<td>President's Fund</td>
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<tr>
<td>7</td>
<td>&quot;</td>
<td>Oriental Explorations</td>
<td>10.</td>
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<td>9</td>
<td>J.H.Stevenson</td>
<td>&quot;</td>
<td>10.</td>
</tr>
<tr>
<td></td>
<td>&quot;by Camillo von Klenze</td>
<td>German Books</td>
<td>170.</td>
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<tr>
<td>15</td>
<td>Julius Rosenwald</td>
<td>Bernays Library</td>
<td>6000.</td>
</tr>
<tr>
<td>16</td>
<td>John D. Rockefeller</td>
<td>Changes in Power Plt.</td>
<td>30000.</td>
</tr>
<tr>
<td></td>
<td>Herman Lowy</td>
<td>Walter D. Lowy Scholarship</td>
<td>3000.</td>
</tr>
</tbody>
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**Total**: $137726.67
February 4, 1905.

My dear Mr. Arnett:

I understand that you will establish a President's Budget Reserve Fund, in which we may place certain items for future consideration.

Very truly yours,

W. R. Harper
Mr. Hallett

I understand that you will satisfactory in
General Reserve Fund, and, without the necessary
items for future consideration.

Very truly yours,

W. R. Hallett
February 17, 1905.

My dear Mr. Arnett:

You are hereby authorized, upon the recommendation of the Director of Physical Culture and Athletics, Mr. Stagg, to set apart $500. of the Athletic Fund to stand as a separate fund and to be given to the Women's Athletic Fund now being raised, provided that the Women's Athletic Association is able to secure a total sum of $500. to be placed with this $500. thus set apart, for a permanent fund, the income to be used for purchasing appropriate athletic emblems for those women who show superiority in athletics. It is understood that the $500. raised by the women will be deposited with this $500. and the $1,000. thus secured shall be set apart as a permanent fund, the investment of which will be directed by the University, the income to be used for the purpose above designated. I have sent a copy of this letter to the Business Manager.

Very truly yours,

W. R. Harper
Mr. Gear, Mr. Ansted:

You are hereby authorized

when the recommendation of the Director of Phipps

establish and affiliate Mr. Scott to set

spurt $500 of the affiliate fund to stand as a

separate fund and to be given to the Women's Art-efice Fund and used toward the purchase of the

Women's Artifice Association to please with the $500.

type set aside for a permanent fund, the income

to be used for purchase of appropriate artifice

empire for those women who show superiority in

artifice. It is understood that the $500

reached by the women will be deposited with the

$500 and the $7,000, these being settled for the

spurt as a permanent fund the investment of which

will be credited to the University. The income to

be used for the purchase of appropriate artifice. I

have sent a copy of this letter to the President

Manager.

Very truly yours,

W.R. Haller
My dear President Harper:

The clauses in the School of Education contract relating to the Department of Pedagogy and the amount to be expended on instruction are as follows:

Par. #5........for administration and instruction salaries $50650. .......The amount aforesaid of administration and instruction salaries shall be actually paid by the University in each period of twelve months to the faculties of the Pedagogic and Elementary School and Kindergarten of the School of Education.

Section VII. All the educational opportunities offered to any students of the University by the Department of Pedagogy of the University shall be made available to the pedagogic pupils of the School of Education without cost to them above their regular tuition fees paid to the School of Education and without cost to the School of Education. So far as reasonably possible, the faculty of the Department of Pedagogy of the University shall (without expense to the School of Education) give instruction within the Pedagogic School of the School of Education. Pedagogic pupils of the School of Education shall be permitted, without cost to them above their regular tuition fees paid to the School of Education and without cost to the School of Education, to do as much as one third of their work in the regular University courses outside of the Department of Pedagogy of the University. (a) Courses in the Philosophy of Pedagogy and (b) courses in Biology and Chemistry for pupils of the Pedagogic School of the School of Education shall be provided by the University, the former through the department of Pedagogy of the University, the latter through its Science Faculty, the latter courses but not the former
2-W. R. H.

to be counted against the credit of one-third in University courses allowed to each Pedagogic pupil of the School of Education as aforesaid.

As to the amount paid for instruction, the Budget for the year 1906-6 calls for $36279.16 for the College of Education and $23514.16 for the Elementary School, a total of $59793.32 or a sum greater than the amount called for by the contract.

Yours truly,

President Harper.

Faculty Exchange.
My dear Mr. Judson:

Assisted by Mr. Chamber I have gone over the record of fellowship payments for the current year and have also computed from his record the balance payable to fellowships. It seems to me that if we have taken care of the $3000 over drawn within $300, that we have done pretty well, and that it will be advisable under the circumstances to carry over that balance also. I think as the balance is so small that we shall be able to appoint in full, trusting to resignations next year as this for making the account good. I thank you for your statement as to fees for students.

You remember that at the end of last year the fellowship account for that year was very largely overdraft and it was deemed advisable by the President to carry over $3000 to this year’s account. From the indications now you will see that the overdraft from last year will have been reduced to a little over $600 at the end of this year. It may be advisable under the circumstances to carry over this balance. What is your opinion on the matter?

Yours truly,

Mr. H. P. Judson.

Faculty Exchange.
Mr. W. N. Willett,

I have some of the #187 that I have taken care of to follow-up. It seems to me that if we have taken care of the $3000.00 over draft within $200.00 that we have gone pretty well and that it will be satisfactory under the circumstances to only over that balance since I think it's the patience to be small that we want to make it easier to obtain in the following to my suggestions next year as far as making the second book.

Thank you for your arrangement to see you whenever.

Wm. N. Willett
CHICAGO Mar. 7, 1905.

My dear Mr. Judson:

Assisted by Mr. Chander I have gone over the record of fellowship payments for the current year and have also computed from his record the balance payable for the remainder of the year. If the amount to be paid is not changed the fellowship account will be overdrawn $823.34 on June 30th. Of course any resignations for the Spring Quarter will reduce this amount provided no future appointments are made.

You remember that at the end of last year the fellowship account for that year was very largely overdrawn and it was deemed advisable by the President to carry over $3000 to this year's account. From the indications now you will see that the overdraft from last year will have been reduced to a little over $800 at the end of this year. It may be advisable under the circumstances to carry over this balance. What is your opinion on the matter?

Yours truly,

Mr. H. F. Judson.

Faculty Exchange.
My dear Mr. Judson:

I return for your files letters of Mr. Jameson regarding the appropriation for the subject catalogue of the History group. I have written to Mr. Jameson regarding the appropriation for the present year. Regarding his request for appropriations for the next two years all I can say is that there is no appropriation made in the Budget of 1905-6 and the budget for the year after has not been made.

Yours truly,

Dr. H. P: Judson.

Faculty Exchange.
CHICAGO, Dec. 10, 1905.

Mr. Geo. M. Jacobson:

I realize for your future welfare of Mr. Jameson
receiving the appointment for the subject category of the library.

Good. I have written to Mr. Jameson regarding the appointment
for the present year. I regret the necessity for you to store the
the next two years until I can see if there is any storage for

Yours truly,

[Signature]

Dr. H. P. Jacobson.

Recent Experience.
Dear Mr. Judson:

You will remember that the transfer of the libraries of our group to the Law School Building was made conditional upon the appropriating of a sufficient sum for the making of a subject-catalogue. I have always understood that an appropriation of $1200 was made for this specific purpose. This seems to be borne out by the text of President Harper's letter of May 27, 1904: "The Trustees voted yesterday afternoon to furnish the money for the subject catalogue, in view of the proposed transfer to the Law Building;" also by his letter of October 24, 1904: "In reply to your letter of October 20 I write to say that we shall be glad to honor requisitions made by you on the $1200 appropriation for the suggested [subject?] catalogue. Please forward these like ordinary requisitions to Dr. Goodspeed."

I find, however, that the Auditor has fused this appropriation with that for "General Library--Miscellaneous Expenses." That item has, aside from this, a credit of $1750, making $2950 in all. Mr. Tolman tells me that only $48 of this total is now said to remain; yet I have approved bills to the extent of only $748.58, and only that amount has been expended toward the subject-catalogue, namely $600 to the Library of Congress in one payment for cards, and $148.50 for clerical assistance. There should then remain of this $1200 appropriation $451.42. It is evident, therefore, that someone has used up not only the whole of the regular appropriation for
DEAR Mr. SUGAR,

You will remember your telegram of May 31.

The view of my group to the law school problem was more congenial than the expression of a millionaires' view. I have always maintained that an appropriation of $1500 was made for the specific purpose. "The practice of law is not a business." The practice of law is an art and a science. The money was used for the purpose for which it was made.

I therefore urge that you appeal to the Board of Trustees for an appropriation of $1500 for the specific purpose. "The practice of law is not a business." The practice of law is an art and a science. The money was used for the purpose for which it was made.

Sincerely yours,

[Signature]
"General Library--Miscellaneous Expenses" but also more than $350 of the appropriation for a subject-catalogue. I should be very much obliged if this matter could be traced, for, of course, such a state of things embarrasses dreadfully the completion of the subject-catalogue.

I suggest that possibly the bills for moving from the old quarters to the Law Library, which I understand amounted to $350, may have been charged to this fund; and yet that would seem to have been wholly unwarranted, though it might properly enough be charged to "General Library--Miscellaneous Expenses." If you are able to straighten out the matter I shall be very greatly relieved.

Very truly yours,

[Signature]

J. FRANKLIN JAMESON
PROFESSOR OF HISTORY IN THE UNIVERSITY OF CHICAGO
"General Missionary-Mississippi Mission" is the subject of the following letter.

I am writing to inform you of my decision to leave the mission. I have been thinking about this for some time and have come to the conclusion that this is the right path for me. I have seen many good things come from the mission, but I feel that it is time for me to move on to new opportunities.

Please keep in mind that I will be leaving at the end of the year. If you have any questions or concerns, please feel free to contact me.

Sincerely,
[Signature]
My dear Mr. Judson:

I do not know whether Mr. Thomas has spoken to you about the need of an appropriation for the next year for the continuance of work on the subject-catalogue of the libraries of our group. If neither he nor the chairman of the group has caused such an appropriation to be made, I will take it upon me to make the suggestion, I hope before it is too late. Mr. Tolman tells me that about $600 will be needed in the year 1905-1906, and about $600 more in the subsequent year. The expenditure is spread over two years because the Library of Congress will not be able until a year after next to supply cards for certain sections of the library.

If you find that there was an expectation that $1200 appropriated for this year would cover the whole work, it may be proper for me to explain that the appropriation made by the Trustees was not based on any careful estimate ever made by anybody. I think the sole genesis of the figure $1200 is this,—that in the group meeting held in the President's library in May or June last, I, in the endeavor to combat with as many arguments as possible the project of removal, mentioned that the librarian of Brown University had written me that he should think such a subject-catalogue as I described would cost at least $1200. As you perhaps remember, I thought this would prove a fatal obstacle to the removal, and was quite surprised when I heard that an appropriation had been made. I was assured in October, when work was begun upon it, by persons who were likely to
April 8, 1930

Mr. [Name]

I hope this letter finds you well. I am writing to express my concern regarding the current state of letterboxing and the potential implications of our ongoing work in this area. It is evident that the increasing popularity of the practice, particularly in the recent years, is leading to a significant reduction in the number of original books being produced. This, in turn, has serious consequences for the academic and cultural value of these works.

I believe that it is imperative that we address the implications of these developments and take proactive measures to mitigate their negative effects. As you know, the letterboxing movement has gained considerable momentum in recent years and has become a significant force in the academic and cultural landscape.

I am writing to you today with a proposal for a new initiative that I believe will be of great benefit to the community. This initiative will involve the establishment of a new organization, the Letterboxing Preservation Committee, with the goal of preserving and promoting the intellectual and cultural heritage of letterboxed works. The committee will be responsible for identifying and preserving important letterboxed works, as well as promoting the importance of this art form to a wider audience.

I hope that you will consider this proposal and provide your support. I am confident that this initiative will have a positive impact on the preservation and promotion of letterboxing, and I look forward to your input.

Sincerely,

[Your Name]
know and who had made close estimates, that $1200 would be very far from sufficient, and so it proves.

Hoping that the appropriation which I have mentioned above either has been made or may yet be made, I am,

Very truly yours,

[Signature]
Franklin J. Amason

Chicago

3

Now it appears I may have some selection for $1500 a year, for

them willing to rent to it.

Nothing more at present. With my respectful regards,

Very truly yours,

[Signature]
My dear President Harper:—

According to your request I send you here-with a statement of Gifts Received since the date of last convocation amounting to $89986.86. The total gifts received for the fiscal year ending June 30, 1905 as shown in the statement sent to you in my annual report (Table XIX.) were $579872.62 of which $262102.37 was for capital account and $297770.25 for immediate uses.

I also send you a statement of the actual receipts and expenditures and the estimated receipts and expenditures on the University Budget for the last fiscal year. The estimates being as requested by you, those made in November 1904. At that time the estimates disclosed a probable deficit of $23765. When the final figures were made up there was an actual surplus of $23.86. This surplus arose from an increase in the receipts of $17073.33 and a decrease in the expenditures of $6715.53; the increase in receipts being accounted for principally by the gift of Mr. Rockefeller of $10000. and the subscriptions of the trustees of $6469.99 applied on this budget, none of which was estimated in November. The decrease in expenditures occurred principally in the expenditures for books and equipment and buildings and grounds.

The receipts and expenditures of the School of Education were each $139682.47; as you remember there being $3330.01 of the subscriptions added to the receipts to equal the expenditures. The estimated receipts were $147190. and the estimated expenditures $146976.75.

The actual receipts of the Law School were $19030.41. The estimated receipts $22000. The actual expenditures were $37585.64. The estimates were $38267.89.

Yours truly,

[Signature]
Dear President Harper:

I send you herewith statement of the
budget income of the University, giving the following information
based on data at the present time:

1. Original estimate for 1905-6
2. Present estimate for 1905-6
3. Increases over original estimate.
4. Decreases from original estimate.
5. Actual receipts 1904-5.

You will notice that the present estimate of the budget for
this year amounts to $989982. and if the Finance Committee approves
the transfer of $2729.86 out of the proceeds of the sale of the
property on Indiana Ave. to re-imburse the Ogden Income for
income accrued, the total estimate for this year will be $992711.86
an increase of $3330.86 over the original estimate.

The estimate for 1906-7 is made up on the basis suggested by
Mr. Murphy with regard to fees from students—that is the actual
amounts received for last year. I have, however, in consultation
with Dr. Goodspeed departed from this rule in three cases, namely—

1. Correspondence Study receipts.
2. Chemistry Laboratory fees.
3. Room rents.

In case of Correspondence Study Fees I have made the estimate to
agree with the present estimate for this year.

The Chemistry Laboratory fees I have made $600. more than the
actual receipts of last year, but $500. less than the estimate for
the current year.

In the case of room rents I have made the estimate
for next year $2000. more than the actual receipts for last year
but $500. less than the present estimate for the current year.
Dear President Hartman:

I am now presenting an argument of the
budget increase of the University, giving the following information:

- Projected estimate for 1930-31
- Projected estimate for 1931-32
- Increase over previous year
- Decrease from previous year
- Actual income for 1929-30
- Estimated income for 1930-31

You will notice that the increase estimate of the budget for
April 1st amounts to $633,550.95 as the Finance Committee reviewed
the income and expenses of the campus and the budget for the
property of the University. To re-imburse the campus income
income increased, the cash estimate for 1930 will be $629,778.57.

Of the income of $639,750.89 over the original estimate,
the estimate for 1930-31 is made up of these expenses: with
the exception of $633,550.95 above the original estimate. The
increase over previous year was $629,778.57, and $625,000 for next
year, however, it can be seen, income was.

- Collegetown and Church receipts.
- Estimated income from land.
- Rent income.

In case of Collegetownereceipts, I have made the estimate as
agree with the present estimate for the next
year, The Collegetownereceipts, however, have been
estimated receipts of last year, and the
next year.

The estimates of the next year for $625,000, have been
for $625,000. I have made the present estimate for the current year.
The total estimated income for 1906-7, not including Mr. Rockefeller's subscription amounts to $737136. If Mr. Rockefeller's subscription is counted the same as last year, namely 245000, it will make a total of $982136, or $7245 less than the original estimate of last year.

I also enclose statement of the budget expenditures for 1905-6, showing the variations from original appropriations based on actual results to October 31st, 1905. You will note that the total estimate savings amount to $17973. The estimate made sometime ago shows an estimated savings of $26597.68, a reduction in the present estimate of $8624. Over 50% of this is accounted for by the extra expenses on University Extension and the balance on General Expense Miscellaneous, Official Documents and Fellowships, the item of fellowships, however, being compensated for by extra gifts included in income.

Yours truly,

[Signature]
The total estimated income for 1930 is
- $50,000
- $60,000
- $70,000

It is expected that the cost of the
construction of the new plant will be
approximately $250,000.

We have had several visits from
potential customers, and we are
confident that we will achieve our
target of $300,000 in sales in the
first year.

If all goes well, we expect to
increase our profit margin to 10%.

In addition to the existing
customers, we are in contact with
several new prospects that we
believe could contribute to our
success.

Yours truly,
[Signature]
Chicago, November 4th, 1905.

My dear Mr. Arnett:

I am enclosing letter of Mr. Jackman. The question is would a reasonable estimate of the situation permit this appointment. There are of course two sides to it. Your estimate of the figures was very conservative and I am wondering whether any additional facts have been received which will perhaps make it possible for us to act on this matter under the general action of the Board of Trustees.

Yours very truly,

[Signature]

[Notebook entries]

697

9870 Estimated increase
1100 Special Expenditures by Board
3/8770
2423
5847
5153
697 Total

Approved by Pres.
Dr. [Name]

In reply to your letter of [Date],

I am most pleased to inform you that the University of California has decided to appoint me to the position of [Position] in the [Department]. I am very grateful for this opportunity to serve the University.

The interview process was very successful and I am confident that I will be able to contribute to the University's objectives.

Please let me know if there is any further information you require.

Yours sincerely,

[Signature]

[Date]
Dear Dr. Harper:

On the train last Monday evening Dr. Judson gave me the information that you sent to the effect that I am to offer Mrs. Bradley $600.00. I have not done so yet for I cannot bring myself to the point of abruptly dismissing her from the school. This is what the offer to her will mean. If we can carry our school through this year with work unimpaired, I propose that next year we raise the tuition $5.00 per pupil all along the line and abolish the laboratory fee. This will simplify the matter a great deal and will add several thousand dollars to the income. But if by dismissing a teacher like Mrs. Bradley we raise the suspicion that the school is letting down its standard, then such an advance will be impossible. As the matter stands, it simply means that by refusing to allow a miserable $20.00 per month this year which is needed to retain Mrs. Bradley we are going to imperil the chances for growth for a long time to come. I therefore beg that we be permitted to take the risk. $200.00 will not cut much of a figure as a deficit even though it should come out that way and I would rather add that amount to what we are already carrying than to drop a teacher absolutely needed - indispensable even with the smaller number of last year - and who at her own price is only but poorly paid. In this position I am supported unqualifiedly by the other Deans with whom the whole matter has been most carefully considered. We join in asking you to reconsider the case and to permit the retention of Mrs. Bradley at the figure named - $800.00.

Very sincerely yours,

[Signature]

Wilbur S. Jackman
Dear Mr. Marquart,

On the evening last Monday evening Dr. Johnson gave me the information that you want to see the letter that I am to offer, hence, my business. I have not been in your office these two weeks; I am right near, but have not had the opportunity to stop by. If you have any questions or concerns, please feel free to contact me. I will be happy to help in any way I can.

Best regards,

[Signature]

Vera Stevenson, Secretary