

When estimate comes in - write  
Louspaw Check.

June 28th, 1941

Mr. Eberhart

Plumber

Campus

Dear Mr. Eberhart:

Would you be kind enough to give us an  
estimate on the shower head in Miss Ruth Hoover's  
department.

Thank you!

Sincerely yours,

Sec.

Department of Physical Education  
and Recreation-Varsity Basketball  
and Baseball Coach.

FCA:rc



February 24, 1941

Mr. C. G. Bayles  
Superintendent of Buildings and Grounds  
University of Kansas

Dear C. G.:

I have been checking up on Kenneth Dugan's work. He is the young man who is the janitor in the basement of the gymnasium. I find that he works from 6:00 to 8:00 in the morning, and does an especially good job of keeping the basement clean and in fine order.

However, we have a faculty dressing room with a good many lockers that some thirty-five faculty members use, and I am wondering if it would be possible to give Kenneth an extra two hours work on Saturday morning. He could put this faculty dressing room in the shape that we would like to have it. This would only be an added detail of two more hours on Saturday morning. If you could increase his time from two to four hours on Saturday morning it would help us out immensely.

Thanking you for your many past favors, I am,

Sincerely yours,

FCA:lg:mln

Director of Physical Education and Recreation  
Varsity Basketball Coach



January 13, 1941

Mr. C.G. Bayles  
Supt., Buildings & Grounds  
University of Kansas

Dear Mr. Bayles:

Thank you very much for your assignment of painters to work in Robinson Gymnasium during Christmas vacation. The appearance of several of our rooms is now greatly improved.

Mr. DeGroot tells me you stated that you might be able to find a wash bowl to replace the old, stained one in the lavatory off Room 107. We would greatly appreciate an exchange of sinks in that lavatory if it could be arranged.

Yours sincerely,

Director of Physical Education and Recreation  
Varsity Basketball Coach

FCA:lg



Dec. 20, 1940

Mr. C. G. Bayles  
Supt. Bldg. & Grounds  
201 R. S.  
University of Kansas

Dear Mr. Bayles:

For some time we have been trying to determine the cause and source of a very disagreeable odor arising in the men's locker room in the basement of Robinson Gym.

We have finally traced this odor to the floor drain, located on the south side of the main row of lockers in the locker room. Apparently, the cause is a stopped up pipe or sewer. Last week the same odor was detected in the shower in the faculty dressing room.

We would appreciate your having this matter investigated.

Sincerely yours,

EBD

Director of Physical Education and Recreation,  
Varsity Basketball Coach



November 13, 1940

Mr. C.G. Bayles  
Superintendent  
Buildings and Grounds  
University of Kansas

Dear C.G.:

It was indeed swell of you to fix up the corner in the running track as you did. I greatly appreciate it I assure you.

The fact that Professor Eugene A. Stephenson has importuned me continually regarding this thing for two years, makes me believe that you have contributed very definitely to the physical welfare as well as the mental enjoyment of the faculty members. They will know from me that you did this job.

A great number of faculty members, who cannot withstand the rigors of the hard winter, desire to drive a yarn golfball instead of a hard guttapercha ball indoors. They can practice their swings and get the same exercise out of this form of ball slamming that the pros get from the other activity.

Again I thank you and appreciate your carrying through this detail.

Sincerely yours,

Director of Physical Education and Recreation  
Varsity Basketball Coach

FCA:lg



October 17, 1940

Mr. C.G. Bayles, Superintendent  
Buildings and Grounds  
University of Kansas  
Campus

Dear Mr. Bayles:

We find with increased demands for play and recreational activities that we are forced to an extremity. We are desirous of bringing the floor level space out over the track on the second floor of the gymnasium. The track is used very little and we see in the space provided an opportunity for an indoor driving range, using yarn balls in place of hard guttapercha golf balls.

There has been a demand for two years for a driving range and our idea is to get a netting which will confine the golf balls within this enclosure; something like a batting cage for baseball, only this will be used for golf. On the other end of the gymnasium we could use the space provided for an indoor archery range.

Before I go further with this I would like a personal conference with you and show you what we have in mind. Professor Eugene A. Stephenson, Professor of Petroleum Engineering, is one of these consistently tenacious professors who keeps after me, and I see no rest until we get something for Stevie and his co-workers.

I would appreciate an opportunity to converse with you at your earliest convenience.

Very cordially yours,

Director of Physical Education and Recreation  
Varsity Basketball Coach

FCA:lg



October 4, 1940

Mr. C. G. Bayles  
Dept. of Buildings and Grounds  
University of Kansas

Dear Mr. Bayles:

I acknowledge with gratitude your kind letter of October 1 in which you state you will put in stone steps below the service road and a culvert above as soon as possible.

Thanking you for your kindness, I am,

Sincerely yours,

Director of Physical Education and Recreation  
Varsity Basketball Coach

FCA:lg



THE UNIVERSITY OF KANSAS  
LAWRENCE

DEPARTMENT OF BUILDINGS AND GROUNDS  
C. G. BAYLES, SUPERINTENDENT

Oct. 1, 1940

Mr. Forrest C. Allen  
Director of Physical Education  
Robinson Gymnasium

Dear Mr. Allen:

I wish to acknowledge receipt of your letter of September 26th regarding steps that lead down to the handball courts.

We will put in stone steps below service road and a culvert above as soon as possible.

Very truly yours,

*C. G. Bayles*  
Superintendent  
Dept. Buildings & Grounds

CGB:hi



September 26, 1940

Mr. C. G. Bayles, Superintendent  
Buildings and Grounds  
University of Kansas

Dear Mr. Bayles:

Dean Schwegler has several times called our attention to the unsightly and rather unsafe looks of the wooden steps that lead down to the handball courts. For years we have kept up these steps to the best of our ability, consistent with our income, but I have often wondered if this is not a logical charge for the Buildings and Grounds Department.

Please do not think we are trying to heap upon you unnecessary expenses but I am wondering if there is not some type of construction that would be more permanent and more safe for people to use. I am wondering if there are any old stone ledges that could be used for steps, or is there any part of a fire escape from any building that has been torn down--like old Snow Hall--that could be utilized for steps on this incline.

I would appreciate it if you could help us out as our budget does not allow for construction of such matters as yet. I do know there is always danger of injury from these boards that rot out, especially when we use second-hand equipment for repair work.

With all good wishes,

Sincerely yours,

Director of Physical Education and Recreation  
Varsity Basketball Coach

FCA:lg

cc: Dean Schwegler



September 19, 1940

Mr. C. G. Bayles, Superintendent  
Buildings and Grounds  
University of Kansas

Dear Mr. Bayles:

The officer on the campus, Mr. George Snyder, stopped in my office and said that the night watchman did not have a key for my office, 105 Robinson Gymnasium, nor the Athletic office, 103 Robinson Gymnasium.

I have just checked with Mr. Earl Falkenstien, financial secretary of the Athletic Department, and he requested that I write you asking that you make a key to the Athletic office and charge it to the Athletic Department account. We desire that you do the same thing for our office, and charge it to the Physical Education Department account.

Officer Snyder felt that for the best interests of safety the night watchman should have a key to these offices. I am agreeable to this thought.

Sincerely yours,

Director of Physical Education and Recreation  
Varsity Basketball Coach

FCA:lg



September 17, 1940

Mr. C. G. Bayles, Superintendent  
Buildings and Grounds  
University of Kansas

Dear Mr. Bayles:

Last summer the painters painted the floor in the lower gymnasium and in the pool and they did a beautiful job of sanding. They failed, however, to aluminize the pipes in the pool and they are rusted badly. We have drained the pool so that these could be painted, if it is possible for your men to get to them. It is an extensive job but it spoils the looks of the pool with this corrosion and rust showing so prominently.

I would deeply appreciate it if any of your men could get to this job at your early convenience.

Sincerely yours,

Director of Physical Education and Recreation  
Varsity Basketball Coach

FCA:lg

P.S. I would appreciate it if you would drop by and look over the pipes in the pool.



August 7, 1940

Mr. C. G. Bayles  
University of Kansas

Dear Mr. Bayles:

I have just received word that the two student councils voted \$550 from the Activity Reserve Fund last spring for use in levelling the west intramural field. The money is now available, and you may feel free to plan the work with Dr. F. C. Allen.

Sincerely yours,

*RM.*

Executive Secretary

B  
cc -- F. C. Allen



July 12, 1940.

Mr. C. G. Bayles,  
Superintendent,  
Buildings & Grounds.

Dear Mr. Bayles:

Recalling our conversation about the need for painting to be done in the gymnasium, I feel that the basement on the men's side is in most urgent need of painting. The shower room and the floor are particularly bad. We feel by keeping the floor painted we do much to eradicate athlete's foot.

Of course, you will not forget the pipes in the pool. These are badly rusted.

The women's side of the basement is not in such bad condition, but of course a coat of paint would freshen it up considerably.

On the first floor of the gymnasium, the men's shower room in the Intramural Office needs painting. The floor of the metal cabinet built in there is rusted badly. All of the offices would be much more attractive and cleaner with a fresh coat of paint.

Of course, you mentioned to me the painting of the space between the floor board and the border on the wall upstairs on the basketball court. This large gymnasium is where so many people come as visitors to watch basketball practice or other events going on there - in fact, more people come up to that floor than to the first floor.

I appreciated the fact that you stated you were going to re-wire the gymnasium. This will add much illumination and help a situation that has been bad for years. I might also mention that the floor in the hall leading from the Athletic Office to the Intramural Office is worn badly.

We are happy to learn that you are feeling much better. May you continue to get back to your high-powered efficiency.

Sincerely yours,

Director of Physical Education and Recreation,  
Varsity Basketball Coach.

FCA:AH



August 7, 1940

Mr. C. G. Bayles, Superintendent  
Buildings and Grounds Department  
University of Kansas  
Lawrence, Kansas

Dear C.G.:

We have been bothered quite a bit by students slipping on the painted floor as they come from out of the shower bath into the dressing quarters in the basement of the gymnasium. We have had several near serious accidents, and this spring during our baseball season one of the boys slipped and fell after taking a plunge and cut his head open to the length of three inches. These accidents cause much comment and I have been endeavoring to remedy the situation. The rubber mats do the job when they walk on them, but when the boys hurry to get dressed before the next class they sometimes do not step on the mat, and the paint being slick they fall and injure themselves severely.

I have been casting about for remedies and I am told that if the floor is painted, and while the paint is still damp, fine, washed sand sprinkled lightly over the surface and allowed to dry, then another coat of paint put over this sanded surface, a floor insuring against all accidents will result. It is also a fine stimulant to the bare feet. If the swimming pool floor and the approaches to the pool in the basement could have this treatment, it would do away with smelly mats placed over the painted floor, which sometimes disintegrate and cause bad odors and unhygienic conditions. I realize that it takes two coats of paint, but for this small area I believe it would be the best insurance. If you could do this we would greatly appreciate it.

The springboard in the pool ought to have the same treatment. We have had several accidents of boys slipping on the springboard and falling sidewise across it. I am told by competent swimming pool people that this is the treatment employed in the best pools. We should also like to have the last two feet on the end of the springboard painted red, thereby setting off this area and permitting the swimmers an opportunity to localize the dangerous end. Also, we would like to have every twelve inches of the springboard marked with a red line or some distinguishing color to enable the swimmers to measure their run.

Mr. Gemell of the Extension Division called on me this morning saying that his department desired to use the gymnasium, upper and lower floors, on September 10, 11, 12, 13 and 14 for their firemen's convention. This is entirely agreeable with us if the painting has been finished by that time.



The shower bath in the men's intramural office needs painting badly. The rust has taken the floor and part of the side of the steel cabinet. So far as we are concerned the water could be shut off so a treatment of red lead could be given. We find that paint does away with athletic foot more readily than any other single thing. Therefore we consider the painting of the floor in the gymnasium a hygienic measure.

Room 202B, a small laboratory, has never been painted and I hope you will get around to that during the summer.

The filter for the swimming pool needs to be cleaned, possibly rewashed and resanded. I presume that this is not within your province except that we are asking your men to do what is necessary. We have no expert in that line but I would suggest that you contact Mr. Boyce and let him advise you as to what would be necessary. Any work that is done that is a departmental responsibility we will be glad to pay for.

I am going to the University of Texas to be there until the 19th, but will be back in Topeka after that. A letter addressed to me here at my office will receive immediate attention. I remember that you said much of the work would have to be done this winter and perhaps that will apply to the painting of our office. I presume that the varsity basketball and freshmen training room floors will be painted as the new crop of infested feet coming in each year endangers other on-coming athletes.

Yours sincerely,

Director of Physical Education and Recreation  
Varsity Basketball Coach

FCA:lg



August 27, 1940

Mr. C. G. Bayles, Superintendent  
Buildings and Grounds  
University of Kansas

Dear Mr. Bayles:

The roadway back of the greenhouse that leads up to our gymnasium building is practically inaccessible to motor travel.

I recognize the almost insurmountable barriers that have presented themselves to you on account of the torrential rain, but after every gulley washer we have difficulty in driving our cars up hill when we park behind the gymnasium.

I would appreciate very much the kindly cooperation that you can give us in repairing this road at your early convenience.

Thanking you for many past favors, I am,

Sincerely yours,

Director of Physical Education and Recreation  
Varsity Basketball Coach

FCA:lg



July 24, 1940.

Mr. Raymond L. Crow,  
University of Kansas.

Dear Mr. Crow:

We are deeply grateful to you for all your courtesies and kindnesses in arranging the cooling system for our Summer Session dance last night in the Union Building.

Everyone had a wonderful time, and I am sure the efforts we made for their comfort added greatly to their enjoyment.

You are always so cooperative that we count you a real friend in our summer's program.

Very sincerely yours,

Director of Physical Education and Recreation,  
Varsity Basketball Coach.



July 19, 1940

Mr. C. G. Bayles  
Superintendent  
Buildings & Grounds

Dear Mr. Bayles:

I am sending a departmental transfer slip to your office for a steak frying pan. Mr. Whitney, your blacksmith, has given me the estimate of \$4.50 for the pan and \$1.00 for the carrier supports.

We plan to have the picnic next week on the campus at which time we hope to use the pan. I will appreciate your early attention to this matter so that we may have the apparatus at that time.

Very cordially yours,

Director of Physical Education and Recreation,  
Varsity Basketball Coach.

FCA:lg



July 19, 1940.

Mr. C. G. Bayles,  
Superintendent,  
Buildings and Grounds.

Dear Mr. Bayles:

During the summer months it gets so close and stuffy in our offices that I am wondering if it would be possible for you to make a transom to swing open above the front door to the office. There is a window already there above the door, but of course it is immovable. I do not believe it would be very expensive, and I am sure it would help considerably with the ventilation in the office if a transom could be made.

Very sincerely yours,

FCA:AH

Director of Physical Education and Recreation,  
Varsity Basketball Coach.



July 3, 1940.

Mr. C. G. Bayles,  
Superintendent,  
Buildings and Grounds.

Dear Mr. Bayles:

Last Monday after the softball games while standing on the intramural field I noticed that there are several large gullies that have been washed out on the banks of the intramural field. The water cuts into the bank badly, as some of these gullies are nearly three feet wide. This condition, of course, will keep on increasing every time it rains unless it can be repaired very soon.

There is another matter to which I wish to call your attention. There is a large tree in direct line with the southeast corner of the gymnasium that overhangs the roadway back of the gymnasium. The branches are so low that they scrape the tops of the cars driving along there, and when it rains, particularly, the branches interfere with the view. I wonder if some of these limbs could be trimmed off.

Thanking you for your attention to these matters, I am

Sincerely yours,

FCA:AH

Director of Physical Education and Recreation  
Varsity Basketball Coach.



May 13, 1940.

Mr. C. G. Bayles,  
Superintendent,  
Buildings and Grounds.

Dear Mr. Bayles:

I desire to call your attention to the nuisance that is created in the gymnasium by the pigeons coming through the ventilators in the roof. Each morning the floor is unsightly, and even during the day the nuisance is disagreeable for the classes using the basketball court.

I wonder if it would be possible to have screens made to cover these ventilators so that the pigeons would not be able to get inside.

We shall greatly appreciate your cooperation.

Very sincerely yours,

Director of Physical Education and Recreation,  
Varsity Basketball Coach.

FCA:AH



May 13, 1940.

Mr. C. G. Bayles,  
Superintendent,  
Buildings and Grounds.

Dear Mr. Bayles:

Thank you very much for having the chat spread  
over the old handball court area where we plan to  
have a tennis practice backstop. It looks very nice,  
and we are grateful to you.

Very sincerely yours,

Director of Physical Education and Recreation,  
Varsity Basketball Coach.

FCA:AH



May 8, 1940.

Mr. C. G. Bayles,  
Superintendent,  
Buildings and Grounds.

Dear Mr. Bayles:

Officer Snyder has called my attention to the fact that the four windows on the north side of the gymnasium, basement floor, should be barred to keep boys out of the gymnasium. It is necessary, of course, that we keep these windows open for ventilation, but the boys are prying the heavy screen away from the windows and crawling in the building.

There are also two double windows on the south side of the gymnasium, on both the men's and women's sides, first floor, that need barring. The boys boost each other up through these windows. The windows on the north on this floor face the street, and of course that discourages the youngsters from trying to climb through those. I do not believe that these need bars.

I will appreciate it if you can have bars placed on the windows at an early date. If that can be done, then when the building is locked it will be safe.

Very sincerely yours,

FCA:AH

Director of Physical Education and Recreation,  
Varsity Basketball Coach.



April 24, 1940.

Mr. C. G. Bayles,  
Superintendent,  
Buildings and Grounds,  
University of Kansas.

Dear Mr. Bayles:

When the basketball teams practice over in the auditorium there is a space between the floor adjoining the stage and the stage, and when the balls roll over near the stage they drop down in the pit below. If we could have the carpenters put just a small board panel in that space it would save us endless hours of searching for balls that roll over in that direction and drop down in the sub-orchestra pit below.

I am wondering if at some time the carpenters could close that space up. The janitor in the auditorium, Mr. Anderson, is well acquainted with the situation and he could point out to Mr. Love the place that needs repairing.

We have lost a number of balls at different times and while we endeavor to keep track of them, if the balls bounce and roll over the floor even though we endeavor to follow them it is a very difficult matter to keep track of them when this situation exists. I would appreciate any help you could give us in this case. Of course, we will not use it until next year, but another year rolls around before we know it and the same hazard exists unless we take time by the forelock.

With all good wishes, I am

Very sincerely yours,

Director of Physical Education and Recreation,  
Varsity Basketball Coach.

FCA:AH



April 11, 1940.

Mr. A. C. Elson,  
Buildings and Grounds,  
University of Kansas.

Dear Mr. Elson:

You have done so many kindly acts for us that I am venturing to call your attention again to the bad holes in the driveway back of the gymnasium. Each time it rains these holes become deeper, and although cinders have been put in there, the amount has not been sufficient because the ground keeps sinking down.

Anything you can do to permanently remedy this situation will be greatly appreciated by everyone who drives back of the gymnasium.

Very sincerely yours,

FCA:AH

Director of Physical Education and Recreation,  
Varsity Basketball Coach.



February 21, 1940.

Mr. C. G. Bayles,  
Superintendent,  
Buildings and Grounds.

Dear Mr. Bayles:

I am enclosing a copy of a letter that I have received from Miss Hoover presenting a very difficult problem that is growing worse here in the gymnasium.

The janitor leaves at 3 o'clock and that is the time these boys begin to flock upon us. I have made urgent requests to the school board members, the superintendent of schools and the high school authorities, showing them that if they would leave their gymnasiums open under supervision they could handle these boys, and thus relieve us of a very real problem.

I am wondering if there is any possibility that we might get some policing for this building from your department. I realize your budget limitations, but it becomes a very bad situation when these boys are destroying University property and creating nuisances.

Very sincerely yours,

Director of Physical Education and Recreation,  
Varsity Basketball Coach.

FCA:AH