

April 11, 1938.

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

Dear Mr. Bayles:

I am wondering if it would be possible for you to paint or frost the glass in the tops of the north, east and south windows in the women's offices in Robinson Gymnasium. This would relieve the glare of the sun coming through those windows, and in the summer this would be especially disagreeable.

You mentioned that this summer you were going to remove the door in the women's dance room and put some windows there which would give the room more light and a much better appearance. We shall greatly appreciate it when it is possible for you to do this.

Thanking you, and with best wishes, I am

Sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

January 5, 1938.

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

Dear Mr. Bayles:

May I thank you so much for recovering my fountain pen with my name on it. This pen has quite a history back of it. I had the pen for 17 years, and on my son's 17th birthday I gave him the pen that I had used ever since his birth.

On one very slippery morning I brought him around Massachusetts Street and up back of the power plant where he got off back of the library and wended his way over to Fraser Hall to his 8:30 class in German. In getting out of the car some way the pen slipped out of his pocket and he lost it in the snow and ice. That is, I imagine he lost it about where he got out of the car. That was his guess. He came home and was heartbroken about the loss.

When I got word from you about finding the pen I was delighted, and appreciate your kindness in calling me. However, the pen had met some mishap as the cap did not screw on. I took the pen down to Julius Marks and had him send it in to the factory to get it rethreaded, if possible.

Had the pen been in good shape I was going to surprise Bobby with it and present it to him, telling him that you were the Honest Abe who returned it. However, when the pen was not in working order I did not tell him about it, and have not told him to this day. But when it is fully repaired I expect to present it to him and tell him the story.

I owe you a couple of good cigars, and incidentally if one of your men found the pen and passed it on to you, I owe him a couple also. Will you please let me know who the sharp-eyed gentleman was who picked it up and rescued it from a perilous location?

Appreciatively yours,

FCA:AH

Varsity Basketball Coach,
Director of Physical Education.

January 13, 1938.

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

Dear Mr. Bayles:

I have written to Coach Lindsey so there will be no misunderstanding about baseball practice. We are not expecting to have the baseball team use the gymnasium for practice.

Sincerely yours,

FCA:AH

Director of Physical Education,
Varsity Basketball Coach.

January 7, 1938.

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

Dear Mr. Bayles:

There are four windows in the dressing room that we have removed the boards from. These walls were used for handball courts and we could, of course, close the windows up, but now that we have the dressing rooms we need the sunlight, and we find it necessary to have some iron bars placed over the windows to protect them from the invasion of itinerant youngsters who desire to break in the building at unguarded moments.

Your blacksmith has made some welded bars that fit over the other windows, and if you would kindly fix these windows as you have the others I know the job will be done to repel any invasion.

I hesitate to even ask you for anything else. You have been so wonderful to us over here. You fixed up both the women's and the men's gymnasium in beautiful style, and we greatly appreciate it. The women are pleased beyond measure with the way the offices were fixed, and our towel room downstairs is an example of cleanliness.

I am just wondering if it would be possible to paint Mr. Elbel's and Dr. Lapp's office and the walls of the toilet room in that end of the building. The sills are without varnish and the radiators have not had paint on them for years. Dust and grime have gotten over them until the room takes on a rather unsavory appearance.

Mr. Elbel and Dr. Lapp have both been good sports about it and have not asked me anything about when their rooms were going to receive some attention. There really isn't much wall space in there, as much of it is varnish work, but a little paint would help appearances tremendously.

You know, last summer you expected to remodel back there and to find a cubbyhole for me, but when they changed to the location here no painting was done in there. This is quite natural as you were so far behind on your other work on the hill.

I would greatly appreciate your generosity, if I have not already ridden a free horse to death. The rest of the building looks so lovely that I would like, if there is any way possible, to get those rooms painted up a little. I appreciate your kind consideration.

Very sincerely yours,

FCA:AH

Director of Physical Education.

December 7, 1937.

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

Dear Mr. Bayles:

I want to thank you so much for
the wonderful lights that are now installed in the
auditorium.

It is really wonderful over there,
and everybody compliments the set-up as one of the
best in the country.

With appreciation, I am

Sincerely yours,

FCA:AH

Varsity Basketball Coach,
Director of Physical Education.

December 7, 1937.

Mr. Raymond Crow,
Electrician,
Buildings and Grounds.

Dear Mr. Crow:

This is a short note to thank you for your exceptional interest that you took in lighting the basketball court. I have written to Mr. Bayles thanking him, but I would not feel at all satisfied unless I added a note to you thanking you for services that few men would contribute under like circumstances.

If at any time I can be of any service to you, please command me.

Sincerely yours,

FCA:AH

Varsity Basketball Coach,
Director of Physical Education.

December 10, 1937.

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

Dear Mr. Bayles:

I am enclosing herewith transfer check #758 for \$47.25 to cover the cost of material used in re-flooring the women's dance room in the gymnasium.

I assure you we greatly appreciate your fulsome cooperation in the labor job. The women folks are highly pleased with the floor, and by the same token we are amply pleased.

Very sincerely yours,

FCA:AH

Director of Physical Education.

TRIPLICATE

DEPARTMENTAL ORDER

BUSINESS OFFICE,
THE UNIVERSITY OF KANSAS:

Date May 28, 1938

Order **Nº 152**

Please order from the Department of Buildings and Grounds the articles or labor listed below, and charge to the maintenance fund,

Department of Physical Education

Deliver to Room No. _____ Building Robinson Gymnasium

Date paid

Transfer
Check No.

(Please make in triplicate.
Send original and duplicate
to the Business Office.)

Head of Department.

QUANTITY	SIZE	DESCRIPTION OF ARTICLES OR LABOR	QUOTATION
1	1/3 H.P.	G. E. Motor for fan in Men's Towel Room	47.00
1	#20	Ventura Fan to be placed in basement, men's dressing room	71.50
		(Mr. Crow has specifications)	
Total Cost,			

TRIPLICATE

DEPARTMENTAL ORDER

BUSINESS OFFICE,
THE UNIVERSITY OF KANSAS:

Date June 11, 1938

Order **Nº 153**

Please order from the Department of Buildings and Grounds the articles or labor listed below, and charge to the Dept. of Physical Education fund,

Department of _____

Deliver to Room No. 105 Building Robinson Gym.

Date paid

Transfer
Check No.

(Please make in triplicate.
Send original and duplicate
to the Business Office.)

Head of Department.

QUANTITY	SIZE	DESCRIPTION OF ARTICLES OR LABOR	QUOTATION
2 1		Screens for windows Screen door	18.50
Total Cost,			\$18.50

February 11, 1938.

Mr. Raymond L. Crow,
Department of Buildings and Grounds,
University of Kansas.

Dear Mr. Crow:

Thank you very much for the letter from the American
Blower Corporation in regard to the fans for the gymnasium.

At the present time we do not have funds to purchase
these fans. Our income, as you know, is dependent to a great ex-
tent on the towel fees, and is not like the stable budgets of
other departments. Our towel fee has not been as heavy as we had
hoped. For that reason, we will have to treat the fans in an
expectant manner, and when we have the funds we will be glad to
communicate with you again regarding the matter. We will have to
do without the fan in that room for the time being.

Thanking you again, and with best wishes, I am

Sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

FCA:AH

AMERICAN BLOWER CORPORATION
311 Mutual Building
Kansas City, Mo.

February 7, 1938.

Department of Buildings and Grounds
University of Kansas
Lawrence, Kansas

Gentlemen:

Attn: Mr. Raymond L. Crow

Mr. Clegg was with you last Friday, in regard to getting a new motor for one of your fans. He asked me to check into this matter with General Electric Company and advise you as follows. You will note that the 1/3 HP motor is a little more in power than you have been using, but this is very worth while because of the restriction the window, etc., puts on your installation.

One- 1/3 HP G.E. motor, totally enclosed, designed for propeller fanwork, 860 RPM, three phase, 60 cycle, 220 volts. The diameter of the frame of this motor is 8-7/16".

Price of the above motor FORTY SEVEN DOLLARS (\$47.00) net f.o.b. factory. Shipment approximately four weeks. ✓

You also requested a price on a new style #20 fan, as follows:

One - #20 new Ventura Fan complete with constant speed motor, three phase, 60 cycle, 220 volts, capacity 3510 CFM at 1725 RPM, 1/6 HP.

Price of this unit SEVENTY ONE DOLLARS FIFTY CENTS (\$71.50) net f.o.b. factory. Shipment from stock in Detroit. Shipping weight 100#. ✓

Under separate cover we are mailing you a copy of Bulletin No. A-1913 on the new Ventura Fan.

Terms: 30 days net.

Yours very truly,

AMERICAN BLOWER CORPORATION

H. S. Shafer.

January 24, 1938.

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

Dear Mr. Bayles:

I am wondering if you would give me the estimate on the cost of a new motor, or new fan and motor, as the case may be, to replace the one in the men's towel room. The motor in the fan there now is worn out and we are unable to use it.

While we do not have funds at present to purchase this motor, we are preparing a list of our needs to present to the budget committee, and we should appreciate your estimate. With the painting that has been done the condition in the towel room is much more sanitary now than it has been for some time, but I feel the fan is greatly needed to circulate the air and to aid in drying the damp clothing.

Also, I would be glad to have an estimate on the cost of a fan with motor to be placed in the area between the new dressing room and the toilet. This would aid greatly in drawing the warm air away from the toilet. We hope some time in the near future to install a fan here.

We are immensely pleased with the new room. The job is done in fine style, and we are very happy about it.

With appreciation of your kind cooperation, I am

Sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

June 24, 1938.

Mr. Fred Love,
Buildings and Grounds,
University of Kansas.

Dear Mr. Love:

I went up to the storeroom and looked at the horizontal bar, and to save you the trouble of coming after it I suggested to Mr. Wiebe that he take it to you.

We sincerely trust that this will prove of some benefit to your daughter in establishing recovery from her unfortunate accident. It is a pleasure to cooperate with you.

Trusting that she makes rapid progress,

I am

Sincerely yours,

FCA:AH

Director of Physical Education,
Varsity Basketball Coach.

June 24, 1938.

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

Dear Mr. Bayles:

May I call your attention to the screen guards on the windows in the large gymnasium upstairs. Many of these keepers or eyelets which hold the heavy screens to protect the windows have been either worked loose and lost or they have been bent and misplaced so badly that their function has been destroyed. The result has been that these screen guards are either propped up against the wall of the gymnasium or are lying on the floor.

The purpose of these screen guards is, of course, to protect the windows from balls thrown about the gymnasium. These screen guards were made for the windows in 1906. Some of them are broken and badly out of use. Others, with a little repair, could be put back in shape so they would serve their full purpose. The repair would be minimal so far as expense is concerned, and would save many broken windows.

We would appreciate it greatly if you would have your blacksmith or carpenter look into this detail so that we could protect your department and ours against the breakage of windows, which is apt to be quite numerous under the conditions now existing.

I will appreciate your cooperation.

Very sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

FCA:AH

DEPARTMENTAL ORDER

Date. July 15, 1938

Order N^o 155

Date paid

Transfer
Check No.

Deliver to Room No. Building Robinson Gym.

Head of Department.

QUANTITY	SIZE	DESCRIPTION OF ARTICLES OR LABOR	QUOTATION
1		Fan, complete	72.83
1		Automatic Lever	8.93
1		Guard for Lever	2.25
<div> <div>17-1728</div> <div>11-37—3M Sets</div> </div>			<div> <div>Total Cost,</div> <div>Discount</div> <div>82.03</div> <div>1.68</div> <div>80.35</div> </div>

In regard to painting a tropical scene on the swimming pool walls -- the painter says it would cost \$50.00 for this decoration in addition to what Mr. Bayles expects to spend on the job.

OK
JCO

Lets do it!

THE UNIVERSITY OF KANSAS
LAWRENCE

OFFICE OF
THE CHANCELLOR

July 18, 1938

Dr. F. C. Allen
University of Kansas

Dear Dr. Allen:

This will acknowledge your letter of July 13 concerning decoration of the swimming pool walls. Mr. Bayles has included the swimming pool in his routine painting schedule. I think, however, that this will include only standard wall painting. With Buildings and Grounds funds restricted as they are, Mr. Bayles has not been able to do any special painting, such as the tropical background that you suggest for the pool. I hope that some day this can be provided.

Sincerely yours,

Raymond Nichols

Executive Secretary

RN:R

TRIPPLICATE

DEPARTMENTAL ORDER

BUSINESS OFFICE,
THE UNIVERSITY OF KANSAS:

Date JULY 12, 1929

Order **Nº 154**

Please order from the Department of Buildings and Grounds the articles or labor listed below, and charge to the Physical Education Maintenance fund,

Date paid

Department of

Transfer
Check No.

Deliver to Room No. 105 Building Robinson Gym

(Please make in triplicate.
Send original and duplicate
to the Business Office.)

Head of Department.

QUANTITY	SIZE	DESCRIPTION OF ARTICLES OR LABOR	QUOTATION	
1		Screen door for new door to office	6	
1		Screen for high window between Phys. Ed. office and Athletic Office		
2		Yale locks for doors to Room 105, replacing common lock now on door to 105, which may be opened with any household key.	3	
		Automatic Door Check	5	
Total Cost,			14	—

INVOICE

THE UNIVERSITY OF KANSAS DEPARTMENT OF BUILDINGS AND GROUNDS

Lawrence, Kansas, June 30 1938

Physical Education Dept.

L. ck.
Your Order No. 2685 (7/11/38)

Robinson Gym.

Our Job No. 246

17-2053 12-37-10M

DATE	ITEMS	AMOUNT
	General repairs & supplies	
May 26	Auto Mechanic - mowers	1.14
" 26	Blacksmith "	2.85
" 26	1 - federal $\frac{1}{8}$ " spark plug - mowers	.21
" 26	1 - gal. gasoline "	.16
June 7	2 - 4" outlet boxes - light installed by Hulteen	.11
" 7	4 - ft. #14 R. C. Wire " "	.04
" 7	9 - ft. lamp cord " "	.14
" 7	2 - $\frac{1}{2}$ " steel tube connectors "	.14
" 7	1 - 4" porc. outlet box cover "	.13
" 7	Electrician "	1.05
" 15	1 - key rm. 108	.25
" 17	6 - 1/4"x4" toggle bolts - Davidson	.30
		<u>6.52</u>

August 8, 1939.

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

Dear Mr. Bayles:

I realize that due to budgetary restrictions you have been forced to curtail your painting projects this summer, but from a hygienic standpoint we feel it very necessary that the men's shower room in the basement of Robinson Gymnasium be painted.

This room is now in an unsanitary condition, and in order to safeguard the health of the hundreds of students who use the showers during the regular school year, I urgently request your consideration.

Very sincerely yours,

FCA:AH

Director of Physical Education and Recreation,
Varsity Basketball Coach.

August 8, 1939.

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

Dear Mr. Bayles:

Again we want to thank you for your kind cooperation in releasing the space above room 206 for our storage and supply room. This is something that the Department of Physical Education has badly needed. It will aid us very much in preserving much of the property that our department is required to take care of.

Again thanking you for this courtesy, I am

Very sincerely yours,

FCA:AH

Director of Physical Education and Recreation,
Varsity Basketball Coach.

July 29, 1939.

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

Dear Mr. Bayles:

We have been searching for a place in the gymnasium where we can properly store the playground equipment when it is not in use, and I am wondering what you would think of this suggestion.

I find that table tops and horses for setting up enrollment facilities are stored in both the east and west storerooms on the third floor of the gymnasium. There are also a lot of old folding chairs that are piled up in both rooms. I understand that these chairs are no longer used, many of them being so broken that it is impossible to use them. If you would care to turn these old chairs over to us we could possibly dispose of the broken ones, and store the good ones at the stadium for future use.

If the old chairs were taken out of the east storeroom there would be sufficient room for all the enrollment equipment to be stored in that room, thus clearing the west storeroom and leaving it available for us. We need a space to store much of the summer playground equipment during the regular school year to insure it against damage and theft.

I would greatly appreciate your reaction to this suggestion.

Very sincerely yours,

Director of Physical Education and Recreation,
Varsity Basketball Coach.

FCA:AH

June 23, 1939.

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

Dear Mr. Bayles:

At some time there have been a lavatory and toilet in room 202B in Robinson Gymnasium, the small room just off the large classroom, 202. I am wondering if it would be possible for you to re-install the necessary fixtures so that we might use this for a ladies' room, and designate the small room off 204 as the mens' room.

With the enlarged program in physical education and recreation in this building it seems necessary that we have toilet facilities on the second floor for both the men and the women. As it is now, the only public toilets for women are in the basement of the gymnasium.

I shall be glad to talk with you at your convenience about this matter.

Very sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

FCA:AH

P.S. At present room 202B is filled with old lockers, and we are desirous of cleaning up this place. I believe some of the equipment of the Fencing Club is placed in these lockers, but I am sure we can find a more desirable location for them.

June 9, 1939.

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

Dear Mr. Bayles:

Mr. Elson stopped in yesterday to tell me of the arrangements for mowing the golf course. This is a very fine suggestion, and I want to assure you of our appreciation.

Very sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

FCA:AH

TRIPLICATE

DEPARTMENTAL ORDER

BUSINESS OFFICE,
THE UNIVERSITY OF KANSAS:

Date May 22, 1939

Order **Nº 160**

Please order from the Department of Buildings and Grounds the articles or labor listed below, and charge to the Maintenance fund,

Date paid

Department of Physical Education

Transfer
Check No.

Deliver to Room No. _____ Building Robinson Gym - basement

(Please make in triplicate.
Send original and duplicate
to the Business Office.)

Head of Department.

QUANTITY	SIZE	DESCRIPTION OF ARTICLES OR LABOR	QUOTATION
1		Trap for hair dryer - men's gym. basement	\$5.75
Total Cost,			