

June 30, 1939.

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

Dear Mr. Bayles:

I remember quite distinctly that you informed me that your budget was curtailed and I knew that it would be impossible to get new equipment in room 202B. However, the small closet in this room has had the plumbing taken out of it some years ago. It was at a time, I imagine, when the building was not used as much as it is now.

I was wondering if you had any old all-spring toilet seat fixtures that you could replace in this room. A spring seat toilet would be better than none at all, although I would much prefer to have the other kind.

We do not have any money for the purchase of new equipment, of course, but I was hoping that you might have an old spring seat that could be used. When we have picnics and gatherings in the gymnasium it is not only very convenient, but sometimes quite necessary to have toilets on this floor.

We appreciate all the good things that you have done for us, and if you do not have any of this equipment on hand we will understand.

Very sincerely yours,

Director of Physical Education and Recreation,
Varsity Basketball Coach.

FCA:AH

THE UNIVERSITY OF KANSAS
LAWRENCE

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

June 29, 1939

Dr. F.C.Allen
Director of Physical Education
University of Kansas

My Dear Dr.Allen:

I have your letter of June 23rd requesting installation of lavatory and toilet in room 202B Robinson Gymnasium.

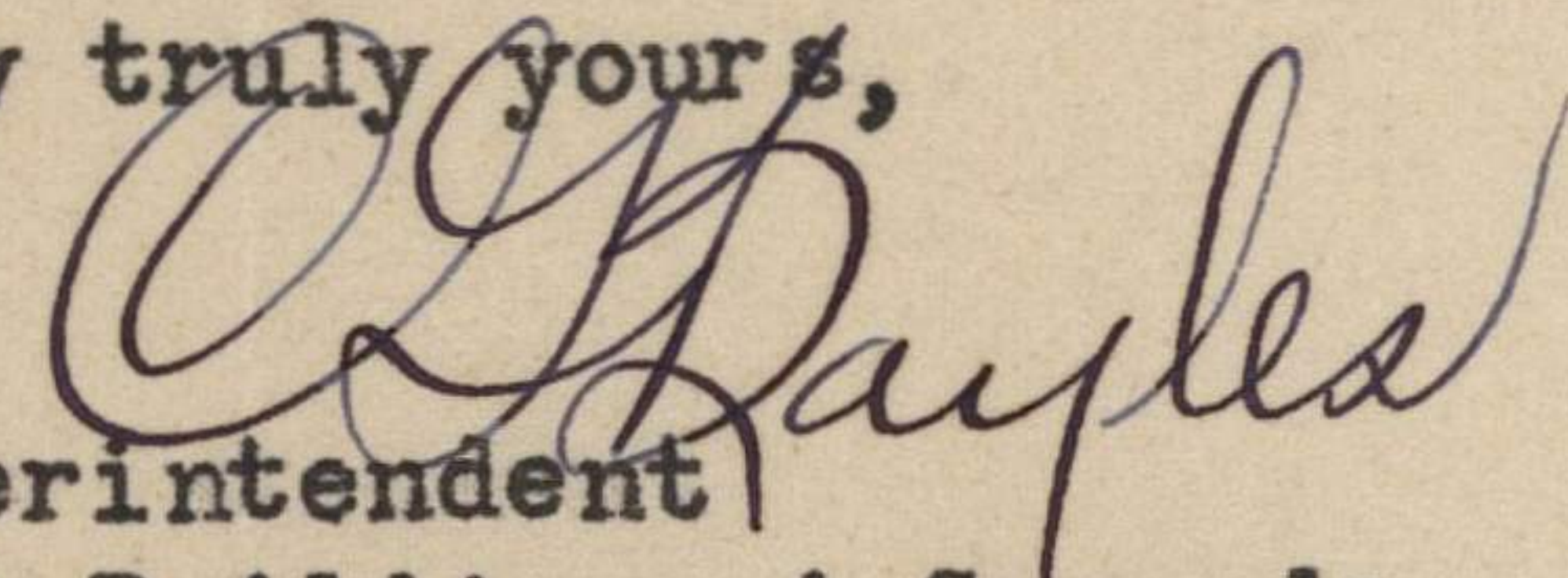
I believe I explained to you some time ago that we are now stalled on our program of replacing all spring seat toilet fixtures, both in the Administration Building and in the Womens Gymnasium.

If and when we find sufficient funds to complete this important work then we will try to carry out your present request in 202B.

We are willing to provide the necessary labor to do this for you if some arrangements can be made whereby the necessary pipe, valves and fixtures can be purchased.

Thanking you for your letter, I am

Very truly yours,


Superintendent
Dept. Buildings & Grounds

CGB:hi

February 21, 1939.

Mr. C. C. Bayles, Supt.,
Buildings and Grounds,
University of Kansas.

Dear Mr. Bayles:

I am sure that you were delighted, as we were, with the very excellent performance of the roller skating octet last night under the direction of Mrs. Margaret Dart, at the between halves entertainment.

While you, Mr. Wherry and I had a personal conference last evening concerning the possible damage to the floor from the roller skates, I would not write you unless it was to emphasize the fact that we do appreciate your cooperation and the excellence of a fine floor finish on the basketball court. But I do want you to know that we spend a good deal of time in our endeavor to give our patrons the very finest bit of entertainment between halves that we can obtain. When Mr. Wiley was engaged to go on the air last night he suggested that the high school band possibly might play for us. This led me to the connection with Mr. Wherry, and then I talked to him about the possibility of bringing the high school group in between halves. Mr. Wherry suggested that he would get in touch with Mrs. Dart and then would call me back. He did so and suggested that Mrs. Dart's roller skaters had proved of great interest and attraction at the high school. Then I went into the matter of possible damage to the floor.

I said, "I am afraid of the roller skates unless we have rubber covering." He said, "Well, Dr. Allen, we use them here on our gym floor." I said, "Yes, but Mr. Bayles just put a finish on this floor and I am afraid we might damage it." Mr. Wherry then told me that they had a fine finish on their floor and that they used wooden rollers and they did no damage to their floor, he could assure me.

Mrs. Dart desired a time to practice and Monday afternoon was agreed upon. It is my personal conviction that no damage was done to the floor, although there were one or two marks on it. But I am sure that an oil mop run across the surface would obliterate even those marks. The top finish was not cut into and I think the benefit of the entertainment to the spectators was pronounced. In fact, it is my opinion that this was one of the most popular numbers that has ever been put on between halves.

You and I both realize that if this finish were used only for basketball that it would last a long time. But when it is used for an auditorium and where shoes carrying sand that is naturally sprinkled out there in front on slippery days - these rough particles mixed with mud and snow do more damage to the floor than a dozen skating exhibitions. And of course the floor in an auditorium is used the year round, which makes it impossible to use it for a basketball court the succeeding year because dust and grime are ground in these broken surface spots.

I imagine I can sense your inner feeling when you came on the floor yesterday and thought that steel rollers were being used on the finish. You perhaps thought - Well, Allen just told somebody to get something up. He has been so anxious to have a good finish to play on, and now look at it. We got your message about not needing to "bellyache" again about the finish on that floor, that we might just as well put on a polo game. Now, C. G., you can see that we wouldn't want to put on anything as rough as that on a nice floor.

And since you said what you did before the game - to quit worrying about the floor and go out and win the game - I think we are all happy.

With continued expressions of kindly cooperation, I am

Sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

FCA:AH

October 25, 1938.

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

Dear Mr. Bayles:

We should like to request that the blackboard in room 202 Robinson Gymnasium on the west wall be moved to the south wall to protect the eyesight of the faculty members who use this room as well as the students in the classes.

This room is very poorly lighted, and perhaps this can be remedied in some manner. But in the meantime, moving the blackboard to the south wall will help tremendously.

Very sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

P.S. It just occurred to me that it might be more convenient for you to place another piece of blackboard in room 202, if you have it, because it might necessitate some painting if the blackboard that is already there was moved. It isn't necessary that we have a very large blackboard space on the south wall.

F.C.A.

September 30, 1937.

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

Dear Mr. Bayles:

Confirming our telephone conversation this morning, will you kindly have the steel plates removed from the second floor of the gymnasium?

Please save these metal plates and leave them at this office so they may be given to Mr. Dell Davidson.

The small holes in the floor where these plates have been should be filled up with maple flooring. There are other places in the floor that will need filling up. Apparently when the steel plates have been taken out the holes have been filled up with wallboard. I believe these should be filled with flooring.

We do not wish the floor patched, but only these small holes filled.

Sincerely yours,

FCA:AH

Director of Physical Education.

September 22, 1937.

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

Dear C. G.:

I want you to know how delighted I am with the prospective set-up on the lighting device for the auditorium.

This will be a great improvement from every standpoint, and I am greatly pleased.

Very cordially yours,

FCA:AH

Director of Physical Education.

October 8, 1937.

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

Dear Mr. Bayles:

Arrangements are being made with Mr. Raymond Nichols for our classes at the time of the teachers' meeting, so that the carpenters can take over the job at 8 o'clock on November 4th.

Sincerely yours,

FCA:AH

Director of Physical Education.

THE UNIVERSITY OF KANSAS
LAWRENCE

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

October 7, 1937

Dr. Forest C. Allen
Director of Physical Education
University of Kansas

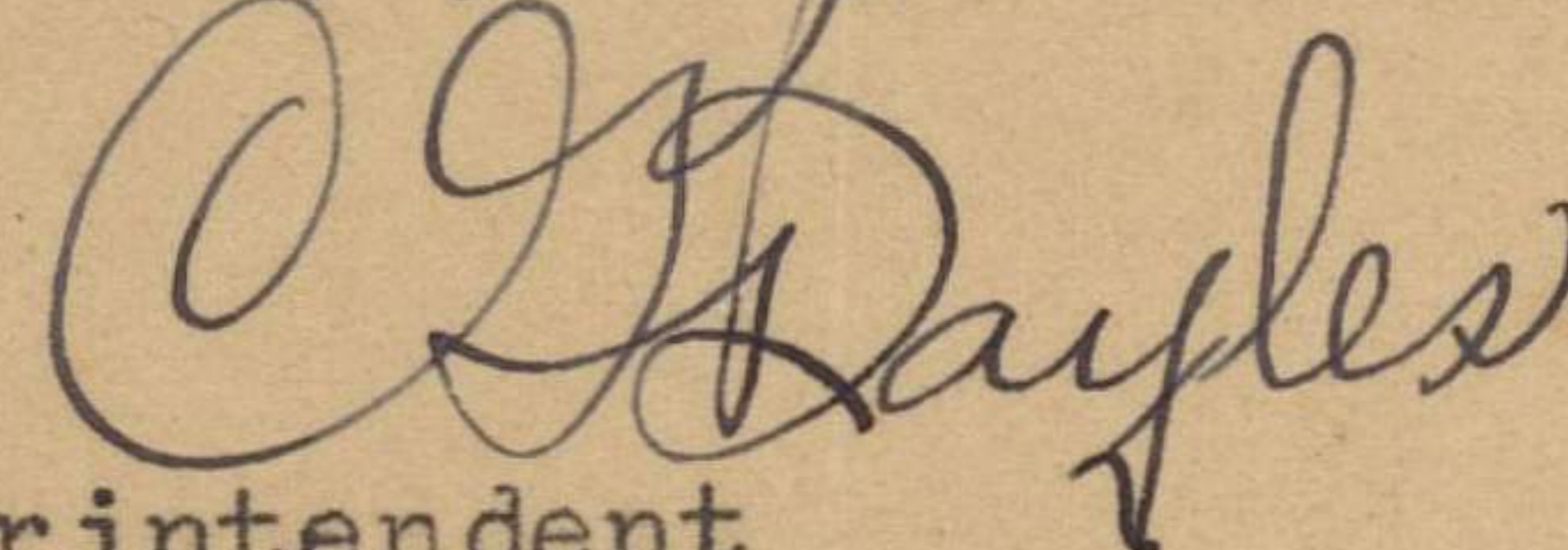
My dear Doctor Allen:

Will you please arrange your schedule in Robinson
Gymnasium so that we may have the building available by 8 A.M.
November 4th for exhibitors who will serve the State Teachers
Convention?

I am advised that exhibits will be out by noon
November 6th.

Please advise me of any difficulty with this
arrangement.

Cordially yours,



Superintendent
Dept. Buildings & Grounds

CGB:hi

October 16, 1937.

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

Dear Mr. Bayles:

I wish to call your attention to a condition in Miss Dunkel's office which should be repaired. The casement below the east windows has dropped about an inch from the windowsill. This may have been pulled down by the heat radiator which is fastened to the casement.

Sincerely yours,

Director of Physical Education.

October 20, 1937.

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

Dear Mr. Bayles:

The new desk for my office has been received, and in arranging the office furniture I find that the location of the telephone is not convenient.

I am therefore requesting that the telephone be changed to the other side of the window. I trust this change will meet with your approval.

With appreciation of your co-operation, I am

Sincerely yours,

Director of Physical Education.

October 11, 1937.

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

Dear Mr. Bayles:

I wonder if it would be possible for you to change the window between my private office and the small outer office where Mrs. Hulteen's desk is located?

This is a large one-pane window, and since it can't be opened the ventilation in the outer office is very poor. If you could replace this with a two-sash window so that it would be lowered from the top to let the air circulate between the two rooms the atmosphere would be much better.

I wish also to call your attention to the need of white paint on the walls, pipes, et cetera, in the women's toilet room in the east end of the basement of the gymnasium.

With appreciation of your cooperation, I am

Sincerely yours,

Director of Physical Education.

THE UNIVERSITY OF KANSAS

LAWRENCE

DEPARTMENT OF BUILDINGS AND GROUNDS

C. G. BAYLES, SUPERINTENDENT

October 28, 1937

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

Dear Dr. Allen:

Your request of October 25th for certain refinishing and carpentry repairs in your building has been referred to me.

Work orders have been issued to our foremen some time ago for alterations on the windows in your office and on painting the entire west hallway.

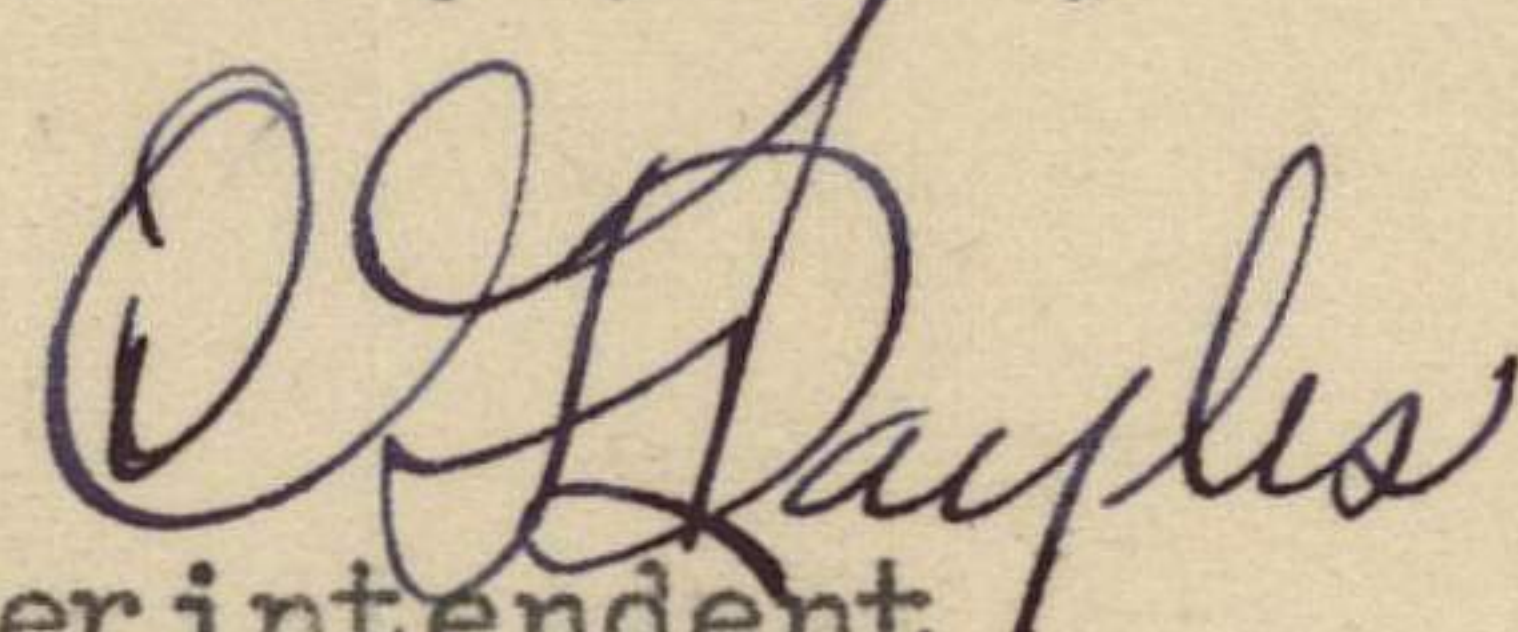
This will be done as soon as we are forced to give up our outdoor painting program on account of bad weather. We wish to take advantage of every available hour of weather suitable for outdoor painting while it lasts.

We want to do everything time and available funds permit to make your quarters pleasant and healthful and we appreciate any suggestions for the improvement of our service to you.

I assure you it is not necessary to take up each minor detail with the Chancellors Office in order to get the job done - just give us a ring and we will do our best.

With best wishes, I am

Sincerely yours,


Superintendent
Dept. Bldgs. & Grounds

CGB:hi

October 30, 1937.

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

Dear Mr. Bayles:

I acknowledge receipt of your letter
of October 28.

May I explain my actions by saying that last spring at the budget conference I naturally took up with the budget committee the matter of expense of remodeling the Athletic Office so that it would incorporate an office for Physical Education. The Chancellor's Office informed me that it was not necessary to include that in the Physical Education budget. What they desired was for me to submit to them my ideas on the remodeling and repairing improvement that would be done under their direction, and they would handle the matter.

I pointed out the fact that the five-foot width flooring in front of our office was in very bad state of repair, that the walls in this end of the gymnasium here had not been painted for quite some time and that the wainscoting and radiators in the adjacent area had been stained by sputum which made it a very unsightly looking place.

The Chancellor reassured us upon several occasions that he desired to give us tools to work with. Opening our front door as we do on the stairway leading up from the gymnasium makes it necessary that we have things in fairly good appearance to make our quarters at all inviting. We do not think that the front door presents that desirable viewpoint at present.

I believe you will remember that the matter of windows was taken up directly with your office. This had to do with ventilation and healthful living in our quarters here.

I want to thank you for your assurance in desiring to make our outlook more livable. But as I stated before, I received my orders from the Chancellor's Office, and I was just carrying out those instructions.

Very sincerely yours,

FCA:AH

Director of Physical Education.

THE UNIVERSITY OF KANSAS
LAWRENCE

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

December 10, 1937

Dr. F. C. Allen
Director of Physical Education
University of Kansas.

Dear Dr. Allen:

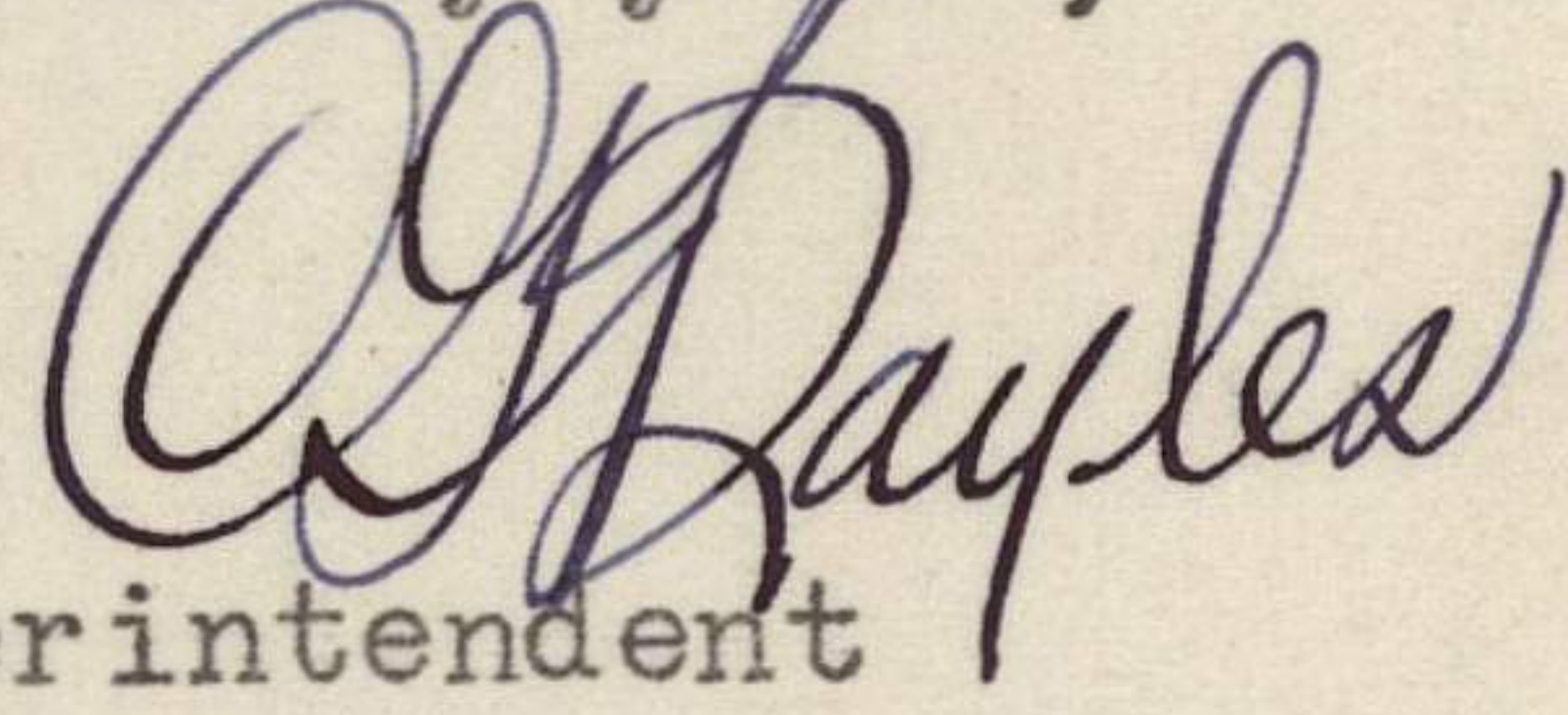
We estimate the cost of tile partition in the mens
gymnasium as follows:

Sixty lineal feet tile wall with 36" wire panel on
top, both sides of partition plastered and painted, one door, frame
and hardware, necessary lighting equipment

\$375.00

We plan to order tile for other work soon and the cost
of tile in above estimate is based on C.L. shipment with our order.
Your early decision will be appreciated.

Very truly yours,


Superintendent
Department Buildings & Grounds

CGB:hi

December 3, 1937.

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

Dear Mr. Bayles:

I am enclosing copy of a letter I have just received from Miss Ruth Hoover, which contains suggestions for repairs in the east end of the gymnasium.

Sincerely yours,

Director of Physical Education.

Bayles

UNIVERSITY OF KANSAS
LAWRENCE

DIVISION OF PHYSICAL EDUCATION AND
INTERCOLLEGIATE ATHLETICS

December 3, 1937

Dr. F. C. Allen
University of Kansas

Dear Dr. Allen:

In checking over the gymnasium for repairs
which are needed, I have listed the following:

Painting the walls of the offices--104-106-108
Varnishing woodwork of offices
Repair window sill in offices--106-104
Paint and varnish halls and bulletin boards
Varnish woodwork --204B, particularly window sills
Paint walls of basement.
Screens for windows in basement (to replace beaver
board which has been torn)
Repair of shower partitions
Painting dressing booths
Paint walls of swimming pool

Yours truly,

Ruth I. Hoover

Ruth I. Hoover

November 29, 1937.

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

Dear Mr. Bayles:

We are having a great deal of difficulty with the old drinking fountain in the men's gymnasium. The showers are used continuously in this building, and the pressure at the fountain drops to practically nothing.

Many of the students try to drink when there is no pressure, thereby soiling the fountain with their own lips, and when the pressure comes up that washes off when the next person drinks. This, of course, is a very unsanitary condition.

What would you suggest to remedy this situation? One of the plumbers, Mr. Eberhart, has ordered pressure regulator valves for some of the fountains, and I am wondering if it would be possible to get one for this fountain.

Very sincerely yours,

FCA:AH

Director of Physical Education.

November 16, 1937.

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

Dear Mr. Bayles:

The guard rail around the swimming pool is badly rusted and needs painting. We are planning to drain the pool during the Thanksgiving vacation, and should like to have the rail cleaned off and repainted at this time. I trust your men may find it possible to take care of this during the vacation.

Sincerely yours,

Director of Physical Education.

November 22, 1937.

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

Dear Mr. Bayles:

Confirming our conversation this morning, I beg to state that we play Drake University at Des Moines on the 29th of December. We will leave here on December 27, and not return until the morning of December 30. This will give you perhaps ample time to finish the floors with the material that you have purchased without our interfering with you for practice.

Further confirming our conversation, in the men's towel room downstairs, below our office, I beg to call your attention to the fact that some of the molding is missing from above the door and the other molding is loose. Perhaps you will want a carpenter to repair this before the painter comes in.

We will have everything moved away from the walls and we will have all the baskets and basket shelving dusted Wednesday and Thursday, so that it will be possible for your men to get in Friday morning to paint these rooms, if you so desire.

I would appreciate it very much if you could also paint the floor, as this has not been done for a year or so. We are going to move out all of the old cabinets in there so with your good work we will start on a 100% efficiency basis as far as cleanliness and neatness is concerned.

I appreciate your doing the work that you are now doing in helping us to make things more presentable.

Very sincerely yours,

FCA:AH

Director of Physical Education.

November 4, 1937.

Department of Buildings and Grounds,
University of Kansas.

In view of the fact that we are unable to secure Departmental Order Blanks from the University Business Office, I am hereby making request for two signs for this office, specifications for which have been given to the carpenters. The estimated cost will be about \$9.00.

Director of Physical Education.

INVOICE

THE UNIVERSITY OF KANSAS DEPARTMENT OF BUILDINGS AND GROUNDS

Lawrence, Kansas, Nov. 30 1937

Physical Education Dept.

Your Order No.

Robinson Gym.

Our Job No. 246

15-6420

1-35-10M

DATE	ITEMS	AMOUNT
	General repairs & supplies	
Oct. 25	Electrician - lock on cage door	.28
Nov. 15	Electrician - wiring for electric clock	1.10
" 15	1 - W . P. Socket " "	.10
" 15	1 - attach. female part " "	.03
" 15	Move charge K. U. 89 - Dr. Allen	1.00
" 24	1 - key - towel rm.	.25
" 24	2 - keys - outside door & 206B	.50
		<u>3.26</u>

(Signature)

Pa. 12/10/37
In. ch. #759

INVOICE

THE UNIVERSITY OF KANSAS DEPARTMENT OF BUILDINGS AND GROUNDS

Lawrence, Kansas, Nov. 30 1937

Physical Education Dept.

Your Order No.

Gym.

Our Job No. 246-1

15-6420

1-35-10M

DATE	ITEMS	AMOUNT
	Two signs for Office	
Nov. 4	Blacksmith	1.42
" 5	Blacksmith	1.71
" 8	Carpenter	.37
" 12	Painter	3.00
" 13	Carpenter	.38
" 15	Carpenter	.75
" 10	Carpenter	.37
	Material	.91
		<u>8.91</u>

OK J. J. Co.

*Pa. 12/10/37
Tr. ck. # 759*

April 15, 1938.

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

Dear Mr. Bayles:

I am leaving this morning for a trip south, swinging over to Atlanta, Georgia, for the American Association of Health and Physical Education convention.

I just wanted to send you a little Easter gift in appreciation of the many kindnesses you have extended to us. We are indeed grateful for the things you have done to make our work here in the gymnasium more pleasant.

With best wishes for the Easter season, I am

Sincerely yours,

Director of Physical Education,
Varsity Basketball Coach.

April 15, 1938.

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

Dear Mr. Bayles:

We are deeply grateful to the men of your department who have responded so cheerfully to our needs here in the gymnasium.

Would you be kind enough to distribute these cigars among the carpenters, painters, electricians, the head gardener, and others who have been connected with our welfare? Kindly extend to them my best Easter greetings.

Thanking you, and with best wishes, I am

Sincerely yours,

Director of Physical Education.