

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.

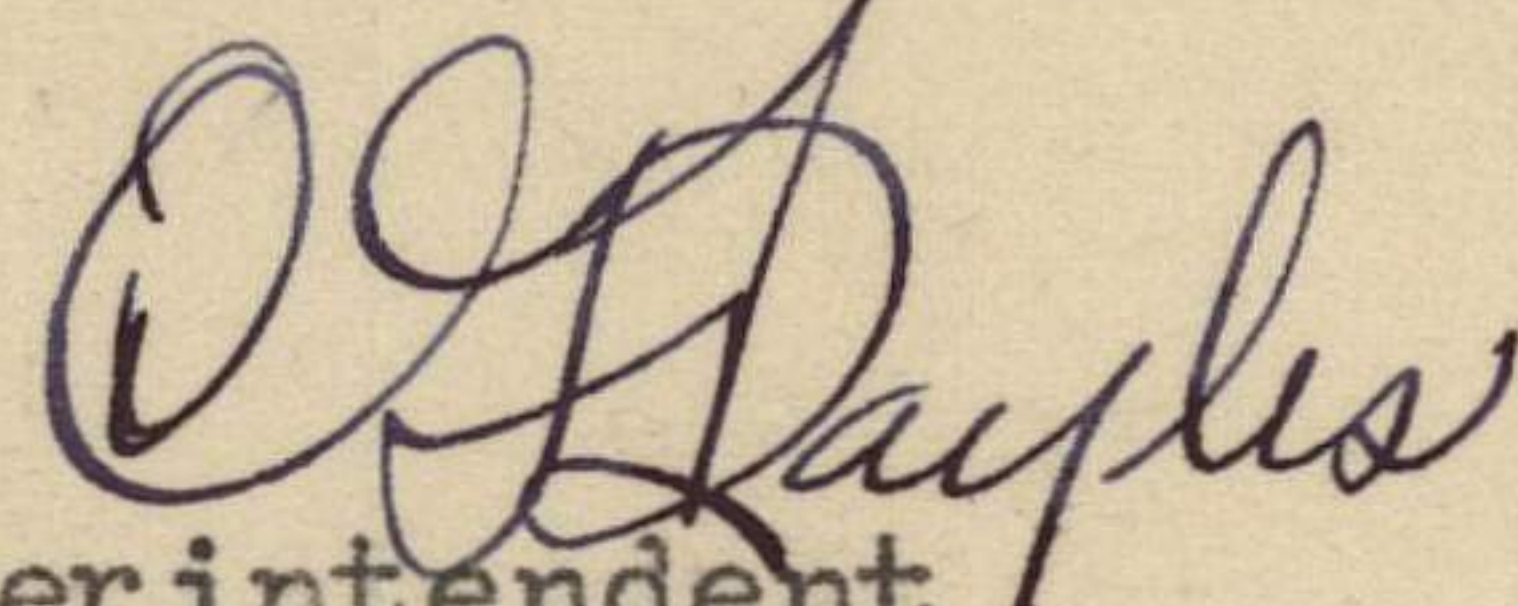
This will be done as soon as we are forced to give up our outdoor painting program on account of bad weather. We wish to take advantage of every available hour of weather suitable for outdoor painting while it lasts.

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