

THE UNIVERSITY OF KANSAS
LAWRENCE

SUMMER SESSION

OFFICE OF THE DIRECTOR

May 14, 1942

Dr. Forrest C. Allen
Robinson Gym
Campus

Dear Dr. Allen:

We have checked on the Summer Session budget, and find that \$300.00 maintenance was allowed to cover:

1. The overdraft of \$80-odd from last summer which was carried by your departmental funds, and
2. The maintenance expenditures for the program during the Summer Sessions of 1942.

The assistance allowance (irregular payroll) for the physical education and recreation program is \$300.00.

The amount to be allowed for dance orchestras is something you and I can discuss in the near future.

At that same time we can discuss the best way to handle publicity on the recreation program. If individual posters are used, copies must be submitted to this office so that we can place the order. It may be better to include them in the regular weekly posters listing events, if we decide upon such weekly posters.

Enclosed is a transfer check in the amount of \$300.00 from the Summer Session maintenance fund. This covers the items in paragraph #1 above. It is the maximum you can expect to use during the coming Summer Session.

Sincerely yours,



George B. Smith
Director

MR:DH
ENC.