

THE UNIVERSITY OF KANSAS
LAWRENCE

OFFICE OF
THE CHANCELLOR

October 24, 1944

Memorandum to Dr. Allen:

A transfer check for \$1437.04 has been deposited to the credit of the maintenance fund of the Physical Education department in payment for laundrying of towels and services of the check room attendant for the Navy V-12 Program for the fiscal year which ended on June 30th. This is the amount reported by your office as paid out during the fiscal year for the purposes indicated.

Concerning the chlorinator, it is my understanding that you told the budget committee at your conference last spring that your maintenance funds were ample to take care of this expenditure and we therefore authorized it on that basis.

When you take into consideration the deposit of \$1437.04 which I mentioned in the first paragraph your actual balance on June 30th became roughly \$500.00.

If you will look back on your Business Office statement for October 1943 you will find a deposit of \$488.56. This is exactly the amount which was charged against your funds last August in payment to M. N. Penny under the contract for the construction of the tennis courts. Since the payment was exactly the same as the deposit you can forget this transaction.

I assume that with the deposit to cover expenses paid by you in connection with the V-12 program your accounts are in good shape and you will be able to carry on this year. You will be paid, of course, for laundrying of towels and the services of a check room attendant for the V-12 Program this year and I can make this transfer to you quarterly, semi-annually, or annually, whichever you prefer.

Sincerely yours,

Raymond Nichols
Executive Secretary

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