

Mr. W.A. Schaal  
Campaign Chairman  
Lawrence Community Chest  
Lawrence, Kansas

Dear Mr. Schaal:

I have just received a check from Miss Minnie S. Moodie for \$10.00 for the Community Chest. This is a rather belated give but nevertheless one that is appreciated by the Chest officials as well as, I am sure, by the beneficiaries. Since this may be the last of the contributions, I am turning over about \$60.00 that has accumulated here to the Chest headquarters in the Chamber of Commerce Building.

I feel at this time, since we are ~~about~~ ready to close up the First Annual Lawrence Community Chest Drive, that it is perfectly fitting and proper that we should give a report of the workers here on the Hill and the amount of money that they collected.

I might also outline the policy that I pursued in organizing the Drive. First, I wrote a personal letter to each individual that the Special Gifts Committee of the Lawrence Community Chest allocated to me. I set out the fact that the Community Chest was an incorporated body, authorized under the Laws of Kansas with a constitution and by-laws. The officers were then listed, and the total budget for Lawrence was given. I indicated the purposes of the drive, the date the drive was to begin, the beneficiaries of the plan and the dead-line or the date the pledge cards were to be returned. I also explained why the Red Cross and the K.U. YMCA and YWCA were not included among the beneficiaries.

A letter was then written to the following workers, who as individuals were to be responsible for soliciting either the members of special departments, or ~~as~~ parts of a building which might be allocated to them, or even in some cases a whole building, if the task was not too large.

- > Prof. Leonard Axe - West Frank Strong Hall
- > Mr. C.M. Baker - Watson Library
- > Rev. Harold Barr - Myers Hall (School of Religion)
- > Miss Florence Black - East Frank Strong Hall
- > Dr. A.W. Davidson - Bailey Chemistry Laboratory
- > Mr. K.W. Davidson - Journalism Press
- > Mr. Burt DeGroot - Robinson Gymnasium
- > Mr. George O. Foster - Central Frank Strong Hall
- > Mr. Lee Gemmell - Extension Division, Correspondence Study Bureau,  
Home Economics Department (all in Fraser Hall)
- > Dr. Kenneth Landes - Haworth Hall (Geology)
- Dean Paul B. Lawson - East Frank Strong Hall  
(Dean Lawson was called out of town but Mr. Guy W. Smith,  
Miss Florence Black and Mr. J.J. Wheeler did the job)
- > Dean F.J. Moreau - Green Hall
- > Mr. F.O. Russell - Oread Training School
- > Dr. Nobel P. Sherwood - Anatomy Building, Watkins Memorial Hospital,  
Watkins Nurses Home