

Lawrence, Kansas  
October 23, 1940

Dear Fellow Faculty Workers:

*C.M. Baker - Library*  
*C.G. Bayles - Buildings and Grounds Department*  
*John G. Stutz - League of Kansas Municipalities and German Dept.*  
*Leo Gemmell - Extension Division, Correspondence Study Department,  
and the Home Economics Department*  
*J.W. Twente - School of Education*  
*John Virtue - English Department*  
*George O. Foster - Center of Frank Strong Hall*  
*Leonard H. Axe - West Frank Strong Hall*  
*Laurence Woodruff - Snow Hall*  
*Overner V.M. Smith - Marvin Hall*  
*D.H. Spencer - Pharmacy Dept.*

The Lawrence, Kansas Community Chest Campaign is to be inaugurated on October 29, 30 and 31. The Community Chest is an incorporated body authorized under the laws of Kansas with a constitution and by-laws. The officers are Mr. George Lowman, Prof. J.O. Jones, Messrs. Ruben Fox, F.C. Whipple and Charles Louk.

A complimentary breakfast is to be held for you and the downtown workers at the Eldridge Hotel, Tuesday morning at 7:30 A.M. We sincerely trust that you will avail yourself of the opportunity to be present to receive the necessary inspiration which will enable Lawrence and Mount Oread to go over the top in keeping with the ideals and practices of Free America.

Having ~~tried~~ <sup>yes</sup> several times to get you over the phone to ask your assistance, in the work which Chancellor Malott has given his approval ~~to~~, I am resorting <sup>now</sup> to this method of communication. I trust that you <sup>will</sup> accept this responsibility along with your other manifold duties. ~~Your assignment~~ <sup>The territory you are to cover</sup> is listed by your name at the top of this letter.   
# 7515

The total budget for Lawrence and the year ~~is~~ \$7500. The Christmas program and the Fourth of July Celebration will be listed separately and is not incorporated in the financial estimated on this statement; rather there will be a perforated card attached. The giving of funds for these two items will be entirely optional.

You can see by the list enclosed that the K.U. "Y.M.M." and "Y.W." are not included. The executives stated that it was the hope next year to have these two hill organizations included. The Red Cross desires not to be included. I understand their organization is opposed to such an arrangement.

Cards bearing the names of all of the people that you are to solicit will be furnished you by the organization committee.

The chairman will write a special campaign letter to all members of the faculty in an endeavor to make your solicitation somewhat more efficient and easier.

I thank you for your cooperation.

Sincerely yours,