

**H. ROE BARTLE**

LAND BANK BUILDING  
KANSAS CITY, MISSOURI

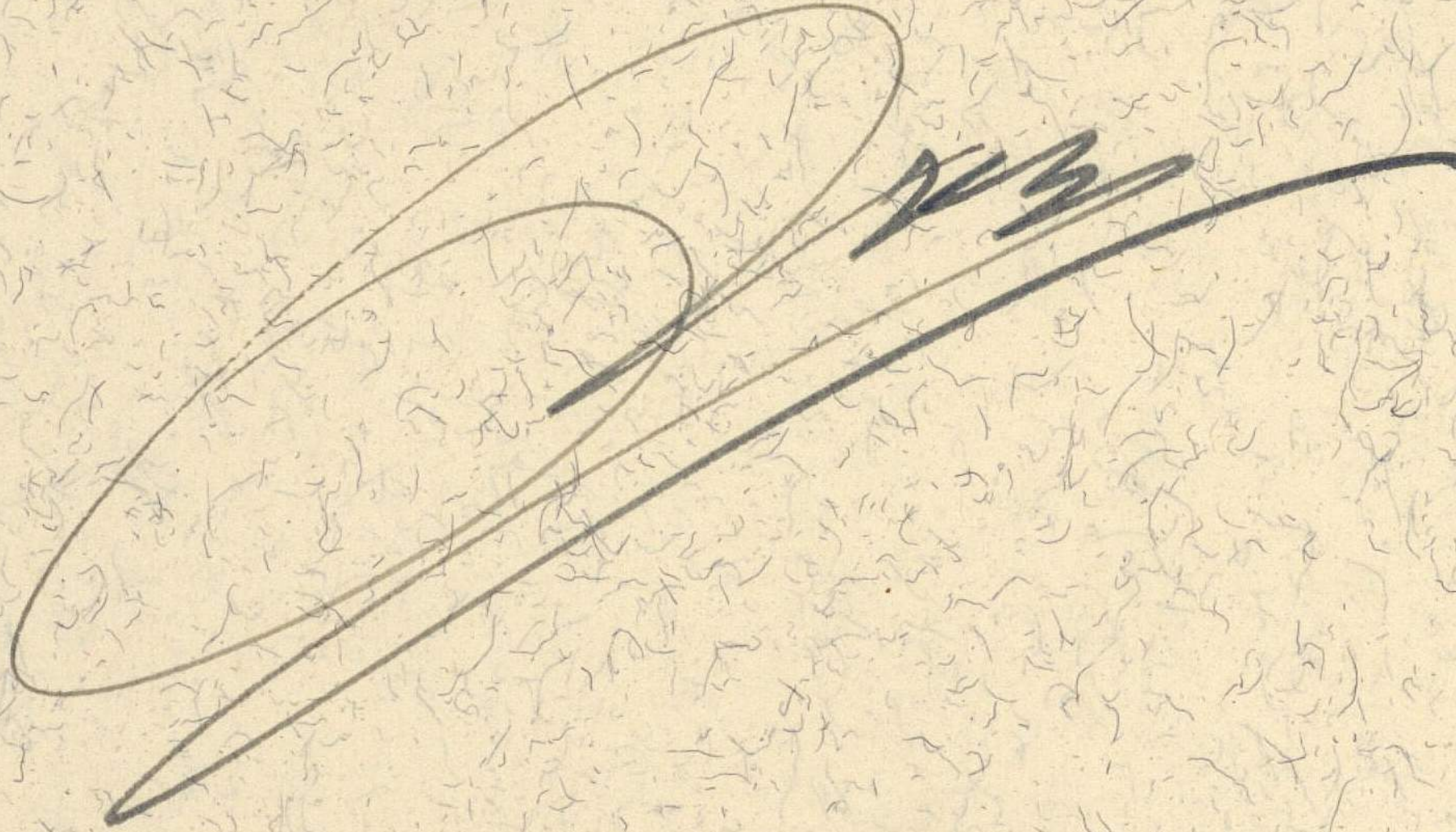
June 22, 1944

My dear "Phog":

Just a very hasty line in the course of an exceedingly busy day to express my delight and pleasure in having had the privilege and opportunity of participating in the "kick off" of your fifth war loan campaign.

With kind regards and all good wishes, I am

Faithfully your friend,

A large, stylized handwritten signature in dark ink, likely belonging to H. Roe Bartle, written over the typed name.

Dr. Forrest C. Allen  
Department of Physical Education  
University of Kansas  
Lawrence, Kansas



June 30, 1944.

Dr. L. L. Boughton,  
Cramer Chemical Co.,  
Gardner, Kansas.

Dear Dr. Boughton:

The enclosed letter is self-explanatory. Immediately one of the directors came by and we let him have a 25 lb. bag of the powder. It is giving fine results out there, and thought you would like to know that we are boosting your product.

With all good wishes, I am

Sincerely yours,

Director of Physical Education,  
Varsity Basketball Coach.

FCA:AH



July 20, 1944.

Mr. Richard Becker,  
Attorney-at-Law,  
Coffeyville, Kansas.

Dear Dick:

Pat Rooney, the secretary of the National Recreation Association, just dropped in the office and stated to me that Coffeyville is going to ask the Legislature for an Enabling Act for Community Recreation. He tells me that Si Lamb will do some of the legal work also.

Permit me to congratulate you and the city of Coffeyville on this very forward-looking step. When you have a copy of the bill prepared I would be happy to receive it, and if at any time I can be of any service to you and your city in promoting such a measure it would be a great pleasure to assist.

With all good wishes, I am

Sincerely yours,

Director of Physical Education,  
Varsity Basketball Coach.

FCA:AH



11 . . . . . 11  
Duck '27

Richard Becker  
attys at Law

Pat Rooney

Si Lamb

Coffeyville

Enabling act  
for

Carroll Bee  
copy of Bill



Committee

Louis Uni., Chairman

University of Pennsylvania

son Aggies

Ethics Committee

ler University, Chairman

University of Missouri

Washington State

Entertainment Committee

ii. of Indiana, Chairman

Northwestern Uni.

University of Minnesota

Rules Committee

rdue Uni., Chairman

Iowa State College

otre Dame University

s Committee

ansas Aggies, Chairman

University of Nebraska

University of Colorado

Mike Tetto

Electric Clock for  
Rotary Meetings



July 6, 1944.

Lt. (jg) A. M. Brown,  
Cadet Regiment,  
Naval Air Station,  
Grosse Ile, Michigan.

Dear Murray:

Glad that you and Lucy enjoyed the Rebounds.

New York is quite a place and I know that you and Lucy didn't miss any of the sights. I know of no place better than New York to see your acquaintances from the four corners of the U.S.A. I find that around Times Square I can run into a lot of acquaintances of mine, even though it is quite a ways from home.

I can appreciate that things are getting tough because they are washing more out now than ever for the very obvious reason that the fittest will survive, we hope.

I have on my desk letters from Schnellly, Clint Kanaga, Johnny Pfitsch, and a score of the other chaps. They are all wishing for the time, they hope, when they will see us in 1945. I certainly hope that the fuss is over by that time, and that you and Lucy can be back.

I will pass your good wishes on to Dean, Henry and Elmer. With all good wishes, I am

Sincerely yours,

Director of Physical Education,  
Varsity Basketball Coach.

FCA:AH



June 21. '44

Dear Doc:

Your newsy "Rebound Letter" reminded me I have not written you in the past two months. The days come and go so fastly it seems I never get caught up on my correspondence. Eventually, I do however.

Lucy and I have just returned from a short leave. We had a glorious visit to New York and took in the sights - all of em. That's really a big town and very, very crowded. You see service men from all over the world. Every one is so busy rushing



Around it almost makes you dizzy.  
You can tell Henry Shenk that  
the place to get some good football  
players is around Times Square - at  
any time. About midnight Saturday  
is the best, tho. I found out I'm going  
to have to get in better condition for the  
next visit.

Was certainly glad to read about  
John (Pflash) Pfitch in your Belmont  
letter. I imagine he is in the thick  
of the invasion by now. Lucy and I  
both say a silent prayer for him and  
the rest of the allies every day.

Things are going along about  
the same here. Life is plenty tough



for the "cadets". The washouts are almost 50% now. That's at this one base. If it's that tough all along, only about 20% of the original enlistees are getting wings now. That means the Navy doesn't need pilots. Right?

I'm an instructor in basket-ball and outdoor sports. The outdoor sports consist of track, soccer, and touch football - Plus running the obstacle course. My other duties consist of being a Battalion commander in which I drill cadets, make out watch bills, "gig" 'em (put them on report) and be a big brother to all their "jet



papers". Believe me they have plenty.

Thanks again for the "Rebels Letters," and I'm always glad to read what the former "K" men are doing even tho' I'm not one of them - certainly am sorry for that, too. In the words of a buddy in England with the 9th Air Force I'll close by repeating - "I'll see you soon" -

Sincerely,

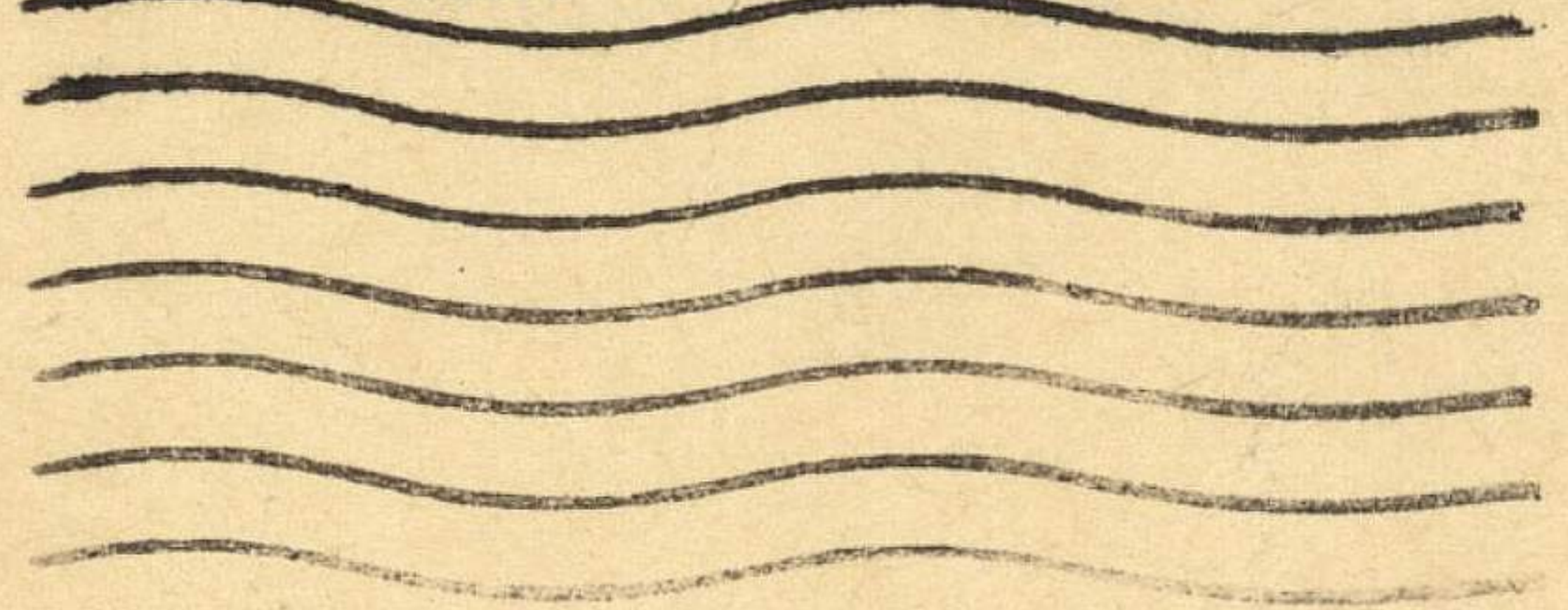
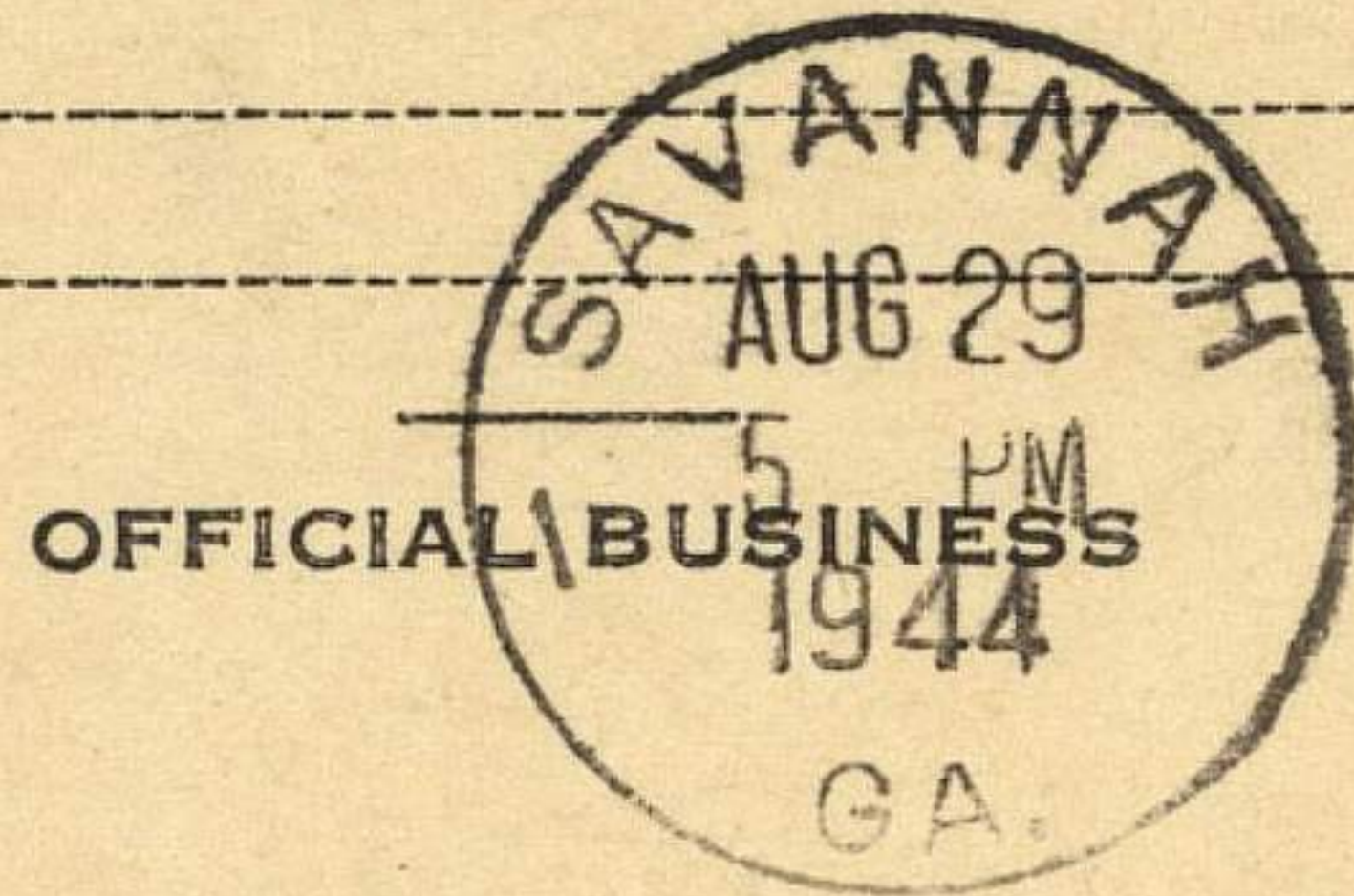
Murray Brown

My best regards to Mrs. Allen and all the family - Plus Dean, Henry and Elmer "Brownie"



WAR DEPARTMENT

PENALTY FOR PRIVATE USE TO AVOID  
PAYMENT OF POSTAGE, \$300



DR. F. C. ALLEN

801 LOUISIANA ST.

LAWRENCE, KANSAS



# NOTICE OF CHANGE OF ADDRESS

(Sufficient cards will be distributed to each soldier when his mail address is changed to permit him to send one to each of his regular correspondents and publishers.)

Date **AUG 29 1944**

This is to advise you that my correct address now is—

**2nd Lt. Charles B. Black Jr. 0777092**  
(Grade) (Name) (Army Serial No.)

(Company or comparable unit)

(Regiment or comparable unit)

APO No. **16400 PT-14**  
(Strike but if not applicable)

% Postmaster

**NEW YORK, N. Y.**  
(Name of post office)

Signature

**Charles B. Black Jr.**

NOTE.—Newspapers and magazines may need your old address for correct processing.

My old address was \_\_\_\_\_

W. D., A. G. O. Form No. 204\* (1 November 1943)

\*This form supersedes W. D., A. G. O. Form No. 204, 8 April 1943, which may be used until existing stocks are exhausted.



July 15, 1944.

Baker

Mr. Marvin Teeter,  
Asst. Director of Personnel,  
American Red Cross,  
1709 Washington Avenue,  
St. Louis 3, Missouri.

Dear Mr. Teeter:

I am very happy to recommend Miss Velma Ruth Baker for your Red Cross recreation worker's program in overseas duty. Miss Baker was one of our outstanding physical majors. Before taking up her major work in physical education she was majoring in mathematics. She is a brilliant student, has an exceptional personality, and is wholesomely attractive. She enjoys excellent health, has a spontaneous enthusiasm, and has the ability to make friends easily.

Miss Baker graduated from the University of Kansas in 1938. After graduation she accepted a position at Chapman, Kansas, Community High School, and did an exceptionally splendid job. Her rise was rapid. She went to New York University Physical Education Camp and worked on her master's degree in the summer time. She accepted a position at Battle Creek, Michigan, and then went to Dearborn. She obtained her master's degree from N.Y.U. in 1941.

For some unknown reason, which I suspect was financial, she accepted a position with the Pratt and Whitney Engine Company in Kansas City as recreation director of women. I was rather surprised that she would leave her educational work, but the salary was so much more that it perhaps proved the impelling force. Miss Baker was terminated in Kansas City on June first at Pratt and Whitney. I was so surprised to learn of her being in Burlington that I called her this morning and she gave me this information regarding the termination. I thought she was still with Pratt and Whitney.

In my opinion, Miss Baker would be an exceptional recreation worker. She certainly has outstanding ability. She has a most pleasing personality and her training and natural reactions would enable her to show a friendly yet impersonal attitude toward the men with whom she worked. She has an exceptional sense of humor and her maturity of judgment and sincerity of purpose should demand your very careful consideration of her application. She is cultured, intelligent and personable. In school she showed strong religious training. I am glad to recommend her to you.

Very sincerely yours,

Director of Physical Education,  
Varsity Basketball Coach.





# AMERICAN RED CROSS

MIDWESTERN AREA  
1709 WASHINGTON AVENUE  
ST. LOUIS, (3) MISSOURI

July 10, 1944

Dr. F. C. Allen  
Kansas University  
Lawrence, Kansas

Re: Miss Velma Ruth Baker  
R. F. D. 4  
Burlington, Kansas

My dear Doctor Allen:

We are considering the person mentioned above for a position in connection with our program of Services to the Armed Forces. The assignment may take the applicant outside the continental United States.

The enclosed statement describes the qualifications required and the responsibilities involved in the assignment. Because of the varied nature of the work to be undertaken, we are seeking persons who possess qualities of flexibility, leadership, sound judgment, and the ability to establish and maintain harmonious relationships. Since the duties of the position involve close contact with the military personnel, there must be no question of the applicant's loyalty to the United States.

For your guidance in replying, it is suggested that the following be among the points covered: ability, integrity, loyalty, habits, and personableness. Do you consider applicant qualified for the position? If so, why? What are the applicant's outstanding qualifications? State your relationship to applicant. If employer, what position did the applicant hold? Was work record satisfactory? Would you re-employ?

We cannot make a final decision until we have heard from all references, and for this reason, we should like to have your confidential reply at your earliest convenience.

Very truly yours,

*Leone Mc Gowan*

for  
Marvin Teeter

Assistant Director of Personnel

Enc.  
ARC 837





GENERAL GUIDE FOR SELECTING RECREATION WORKERS FOR ABLE-BODIED TROOPS  
ON MILITARY POSTS AND NAVAL STATIONS

Overseas

Women

GENERAL

Women recreation workers are assigned to various military posts and naval stations outside the continental United States.

Candidates for positions must be in good physical health as evidenced by a medical examination by a physician in good standing with the American Medical Association. Reports of all physical examinations will be reviewed for final approval by the medical director of the American Red Cross. They must be citizens of the United States and must be able to furnish a certified copy of a birth certificate or other proof of citizenship. Their records as citizens must be satisfactory to the military authorities as well as to the American Red Cross.

RESPONSIBILITIES AND DUTIES

A recreation worker for able-bodied troops on military posts and naval stations:

1. Is responsible to and will work under the immediate direction of the American Red Cross field director.
2. Is expected to assist the military recreation officer in conducting a well-rounded recreation program.
3. Serves in planning, organizing, and promoting recreation activities such as social recreation, entertainments, workshops, arts and crafts, music, puppets, libraries, game rooms, sports, etc.
4. May serve to conduct recreation training courses for soldiers assigned to recreation duty.
5. Serves when needed in organizing and conducting recreation activities on board ship while enroute from the United States to insular or foreign bases.
6. Makes suggestions from her field experience to national headquarters for improving policies, standards, and procedures relating to station recreation programs for able-bodied men.

AGE

Applicants should be between the ages of 25 and 35. Those with



outstanding qualifications who are outside these age limits may be considered.

EDUCATION, TRAINING AND EXPERIENCE

Graduation from a standard college or university with work in two or more of the following fields: education; group work; recreation; physical education; sociology; public administration is required. In exceptional instances, outstanding experience over a long period of time may be acceptable in lieu of such graduation.

She should have three years of full-time work in leisure-time activities with a responsible public or private agency, of which two years shall have been in the actual leadership of individual and group activities, and of which one year shall have been in work of a supervisory and administrative nature.

Such experience must have given an understanding and appreciation of the various activities conducted on the playgrounds, in service clubs, and community centers; a familiarity with methods of planning, equipping, and maintaining play areas and facilities; an ability to organize people in recreation activities and to train volunteer leaders; an ability to interpret and discuss recreation problems with lay and professional groups.

PERSONAL QUALIFICATIONS

She should be well groomed and attractive, friendly yet impersonal in her attitude toward men. She should have a sense of humor, maturity of judgment, resourcefulness and imagination, and sincerity of purpose. She should be able to adjust to uncertain assignments and changing conditions, have an appreciation of varied backgrounds, have racial and religious understanding, and recognize and adhere to military etiquette and regulations.

Note: Women with children under 18 years of age will not be accepted for overseas service.

THE AMERICAN NATIONAL RED CROSS

WASHINGTON, D. C.



July 29, 1944.

Mr. Harry R. Barnard, Manager,  
U. S. Employment Service,  
Box 141,  
Lawrence, Kansas.

Dear Mr. Barnard:

I will be very happy to attend the special showing  
of the film, "Main Street, Today", at 10:30 Monday  
morning, July 31, at the Jayhawker Theater.

Thank you very much for asking me to see this film.

Sincerely yours,

Director of Physical Education,  
Varsity Basketball Coach.



THE UNIVERSITY OF KANSAS  
LAWRENCE

COMMITTEE ON  
UNIVERSITY ORGANIZATIONS  
OTHER THAN ATHLETIC

July 25, 1944

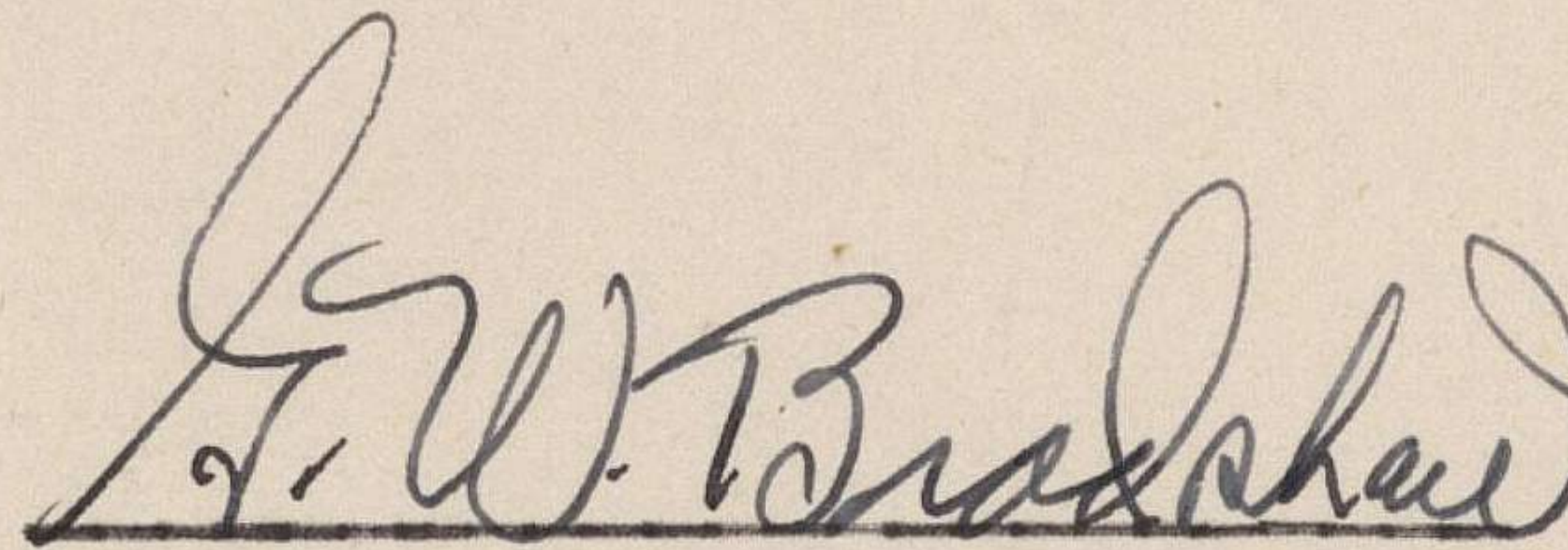
Raymond Kanehl  
Intramural Committee  
Robinson Gym

To the Leader of the Organization addressed:

I am enclosing blanks on which you are requested to submit the names of all members of your organization, so that they may be checked for eligibility for the current term, according to the University regulations.

Will you kindly fill out the first three columns and return the list to me (not to the Registrar's Office), by August 1 at the latest? It is important that students should not be listed by their nicknames, as the Registrar refuses to release the grades of students not listed by their names as recorded in his files.

Very truly yours,



G. W. Bradshaw, Chairman  
Eligibility Committee

Marvin 209

*Sent  
July 28, 1944.*





*The* **CRAMER CHEMICAL COMPANY**

Manufacturers of First Aids and Trainers Supplies  
*Gardner, Kansas*

July 6, 1944

Dr. Forrest C. Allen  
Director of Physical Education  
Varsity Basketball Coach  
University of Kansas  
Lawrence, Kansas

Dear Doctor Allen:

We were gratified indeed with your letter of June 30 and its inclosure. I have never had any doubt that the ton of powder furnished your department during the last two years, under such ideal conditions of use, and with such splendid cooperation on the part of yourself and staff, would pay dividends.

The price of \$16.00 per 100 pounds was a special price accorded your department for obvious reasons. We will, however, extend that price to the Country Club if they decide to use it and will but it in that quantity. The regular school price is \$6.25 for 25 pounds. You are, therefore, saving them a considerable amount. Incidentally, we will replace the 25 pounds you furnished them and I will leave it with you on my next trip to Lawrence.

While it hasn't any particular significance, *M*ix had nothing to do with the powder. Cap Treece and I did, however, spend fully six months in developing the original powder and are, in fact, still working on it.

We do appreciate your fine cooperation and are at your service at any time.

Sincerely yours,

Lloyd L. Boughton, Ph.D.  
Director of Research  
CRAMER CHEMICAL COMPANY

LLB:TR



WAR MANPOWER COMMISSION

UNITED STATES EMPLOYMENT SERVICE

Box #141-Lawrence, Kansas

July 27, 1944

F. C. Allen  
Rotary Club  
801 Louisiana  
Lawrence, Kansas

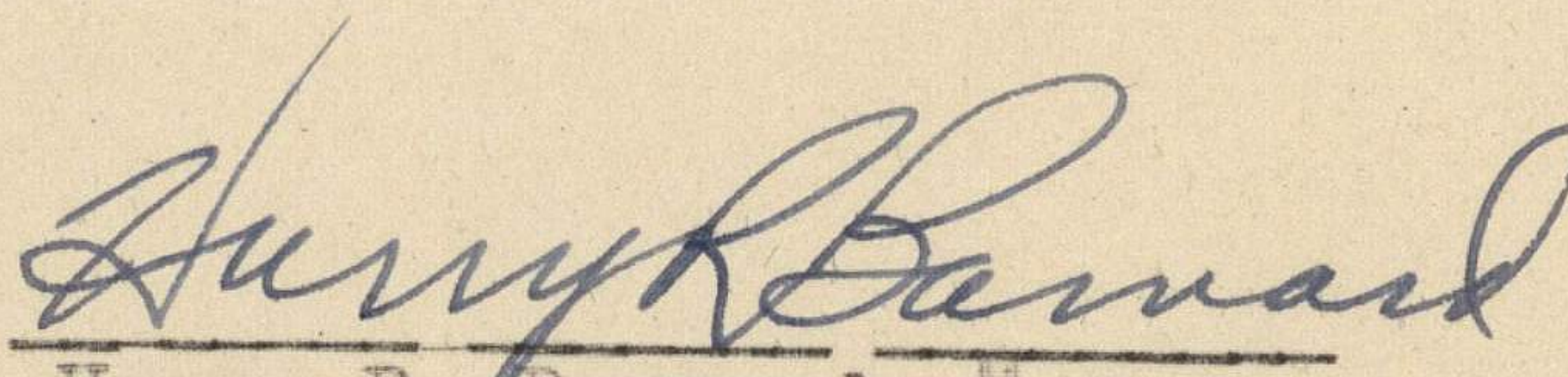
Dear Mr. Allen:

The M-G-M film "Main Street, Today" is a true portrayal of how one community solved its problem of recruiting war workers.

I have arranged with Mr. Stan C. Schwahn, Manager of the Lawrence theatres for a special showing of this film at 10:30 A. M. on Monday July 31, 1944, at the Jayhawker Theatre.

You are cordially invited to attend this special showing. This picture so nearly parallels our own problem here in Lawrence that I am hoping that those seeing it will have some suggestions that will help us solve our own local problem of finding war workers.

Sincerely yours,

  
Harry R. Barnard, Manager

HRB:ddr





August 3, 1944.

Dr. Lloyd L. Boughton,  
Director of Research,  
Cramer Chemical Co.,  
Gardner, Kansas.

Dear Dr. Boughton:

I am indebted to you for writing regarding Mr. W. J. McMahon of Wilson and Company, of Kansas City, Kansas. Congratulations on landing Wilson and Company! That really is an achievement. I think the foot powder idea is the specific thing for athlete's foot prevention.

I blush when I mention the fact that my shaving cream supply is getting low. Frankly, I would like to buy a jar of it - a large jar - rather than to have you give it to me. I am so pleased with it that I never think of buying anything else, so sometime when it is convenient for you and you are coming through Lawrence, I would appreciate it if you would leave me a jar together with your bill.

With all good wishes, I am

Sincerely yours,

Director of Physical Education,  
Varsity Basketball Coach.

FCA:AH





*The* CRAMER CHEMICAL COMPANY

Manufacturers of First Aids and Trainers Supplies  
*Gardner, Kansas*

August 2, 1944

Dr. Forrest C. Allen  
Department of Physical Education  
University of Kansas  
Lawrence, Kansas

Dear Doctor Allen:

I have just returned from Kansas City where I interviewed the powers of Wilson & Company at their request, concerning our powder foot-bath. They received me very graciously and are going to give the powder bath a trial!

During the conference, I mentioned your name, quite naturally, and Mr. McMahon, the plant superintendent, asked me if I thought that you might have some boys who would want to work for them part time, Christmas vacation or any other time. They are terribly short on help and the boys would really be doing a war job.

I told him that I would contact you, explaining, of course, that boys were not as numerous at K.U. as in the good old days. He, of course, knows of your interest in the boys and will hope to hear from you.

Sincerely yours,

Lloyd L. Boughton, Ph.D.  
Director of Research  
CRAMER CHEMICAL CO.

LLB:TR

P.S. Mr. W. J. McMahon  
Plant Superintendent  
Wilson & Company  
Adams & Osage Streets  
Kansas City, Kansas



## ***How the work will be conducted:***

This is a laboratory for speech-making and personality development. Once a week for 10 weeks a group of 20 to 30 business people meet like a club for dinner with a planned program for conversation, discussion and speech-making. Everyone talks at every session. All work under personal direction of Prof. E. C. Buehler. A unique project in adult education.

### **AIMS OF THIS COURSE:**

1. To teach you to think on your feet.
2. To give you more poise and confidence.
3. To improve your speaking ability.
4. To help you keep in touch with new ideas.
5. To stimulate your mind and increase your mental powers.
6. To meet interesting people and make new friends.
7. To help develop and release your personality.
8. To give you a better understanding of people.
9. To give you fun and relaxation and reduce tension created by the war.
10. To help you find greater inner happiness and personal satisfaction.

# ***Announcing***

**A Course**

*in*

**EFFECTIVE SPEAKING**

*by*

**Prof. E. C. BUEHLER**

*University of Kansas*

**10 -- SESSIONS -- 10**

*Summer Only*



# Talk Rules the World

- ☆ Speech is the key to Self Improvement
- ☆ Speech develops and releases your personality
- ☆ Speech is the door to Human Relations
- ☆ Speech leads to success
- ☆ Speech becomes more important every day.

## A Unique Project for Self Improvement

A course for active mature business people

A course thoroughly tested by long experience

A course that meets new problems created by War

A course filled with fun and entertainment

A course that produces results

**by E. C. BUEHLER**

**Professor of Speech and Drama**

**University of Kansas**

20 years' experience. . . criticized 80,000 speeches. . . Author of 18 books on Speech and Salesmanship. . . National President Delta Sigma Rho. . . Specialist in teaching business groups how to talk and meet the Public. Conducted 46 classes and Speech Clubs for business men. Organized 13 Lawrence classes.

(Summer Only)

## Special Course Designed For Business and Professional Men and Women

- I. GETTING ACQUAINTED—THE RIGHT MENTAL ATTITUDE  
Spot reporting—life and interests of persons seated next to you.  
Tapping the subconscious mind. The 3-point formula  
"The Seven Salient Points."
- II. DEVELOPING POISE AND SELF-ASSURANCE  
Six basic factors of life discussed and appraised.  
Speaking under blackout conditions. Talk about faults, blunders, shortcomings, peculiarities, hard luck, etc.
- III. ANIMATED SPEAKING—"POSTURE, PLATFORM MANNERS, BODILY ACTION"  
Demonstration talk. Use objects, visual aids, and exaggerated bodily expression (4 minutes).
- IV. PROBLEMS OF COMMUNICATION—AUDIENCE CONTACT  
Informative talk. Oral report based upon a visit or an interview. Be interesting. Be clear, and show enthusiasm. (5 minutes)
- V. SLANTS ON THE ART OF LIVING (CHOOSE YOUR PROJECT)  
Project One—personal philosophy for getting the most out of life. Focus on friendliness and sincerity. (5 minutes)  
Project Two—an unforgettable character. Focus on humanness and vividness. (5 minutes)
- VI. TYPES OF SPEECHES—SHOWMANSHIP IN PUBLIC SPEAKING  
Part One—Sample of one type of occasional speech. Introduction, acceptance, welcome, etc. (3 minutes).  
Part Two—Interest, attention, crowd mind, persuasion, etc. The A.B.C. of showmanship.
- VII. THE ART OF MAKING EXTEMPORANEOUS TALKS.  
Formula for organizing and developing an idea under pressure. 30 minutes of preparation, 5 minute-heckling or cross examination.
- VIII. DEMONSTRATION NIGHT-(NO DINNER)  
Enlarged audience set-up. Informative talk based upon war effort and post-war living. Unsigned rating cards will be used. (6 minutes)
- IX. STRATEGY AND ART OF HANDLING PEOPLE  
Meeting the public. First-hand experiences in handling people. Frank, pointed testimonies. (5 minutes)
- X. COMMENCEMENT BANQUET.  
Banquet Theme: Where do we go from here? Everybody talks. Special numbers include orators, the phrase catcher, historian, poet, honors and awards.

Prizes will be given at each session for best speeches, improvement, and special achievement



August 4, 1944.

Mr. L. W. Brooks,  
Superintendent of Schools,  
Wichita, Kansas.

Dear Dr. Brooks:

No one was overjoyed more than I when I read of your smashing victory as the Republican nominee for State Superintendent of Public Instruction.

Dean Don Swarthout and I rejoiced. I was over at his home for the evening and we checked up on our ballot, and we voted for identically the same men all along.

Many congratulations and best wishes for your success. Now since you have won the nomination this is equivalent to election in Kansas.

I am mailing you a Jayhawk Rebounds for your perusal. This is the tenth one. We write a Rebounds about every month. You may find something interesting in perusing this epistle.

With kindest regards to you and yours, I am

Very sincerely yours,

Director of Physical Education,  
Varsity Basketball Coach.

FCA:AH  
Enc.



August 21, 1944.

Mr. H. Clay Byrnside,  
c/o D. R. Rice,  
Taylorsville, Kentucky.

Dear Mr. Byrnside:

Thank you for your check for \$4.00. I am very happy to mail you today a copy of "Better Basketball", which I have autographed. I trust you will find it very beneficial in your coaching.

Very sincerely yours,

FCA:AH

Director of Physical Education,  
Varsity Basketball Coach.



Taylorville, Ky.  
Aug. 14, 1944

Mr. Forest C. Allen  
Director of Physical Ed.  
University of Kansas  
Lawrence, Kansas

Dear Mr. Allen:

Thank you for your letter of  
August 11<sup>th</sup>.

I am enclosing my check for  
(\$4.00) four dollars. Please send me  
a copy of your book "Better Basket-  
ball"

I read your article in the  
"Coach's Digest" put out by Lowe  
and Campbell and found it to  
be very helpful to a new  
basketball coach.

Very sincerely,

H. Clay Byrnside  
c/o D. R. Rice  
Taylorville, Ky.



August 11, 1944

Mr. H. Clay Byrnside  
c/o D. R. Rice  
Taylorsville, Kentucky

Dear Mr. Byrnside:

The book "My Basketball Bible", is not being printed anymore but my book "Better Basketball" is available.

If you desire an autograph copy of this book, please send us by money order or check \$4.00 and we will send you an autograph copy. This book can be obtained at most book stores and sporting good houses. The McGraw-Hill Book Company, Inc. is the publisher.

Enclosed you will find some written material concerning the book.

Sincerely yours,

Director of Physical Education,  
Varsity Basketball Coach.

FCA:lj



84.00

autographs

rem. m. o. when

also an

at breakfast

speaking

Mr. Forrest C. Allen  
University of Kansas  
, Kansas

THIS SIDE OF CARD IS FOR ADDRESS





Mr. Forrest C. Allen  
Univ. of Kansas

Taylorsville, Ky.  
Aug. 7, 1944

Dear Mr. Allen:

Kindly tell me where I may buy  
a copy of your book "My Basketball  
Bible".

Very sincerely,

H. Clay Byrnside  
Co. D. R. Rice  
Taylorsville, Ky.