

THE UNIVERSITY OF KANSAS
LAWRENCE

February 23, 1943.

Dear Faculty Colleague:

I am addressing this inquiry to a small and selected group of our faculty and staff who I am confident will respond to an emergency if they can conveniently arrange to do so.

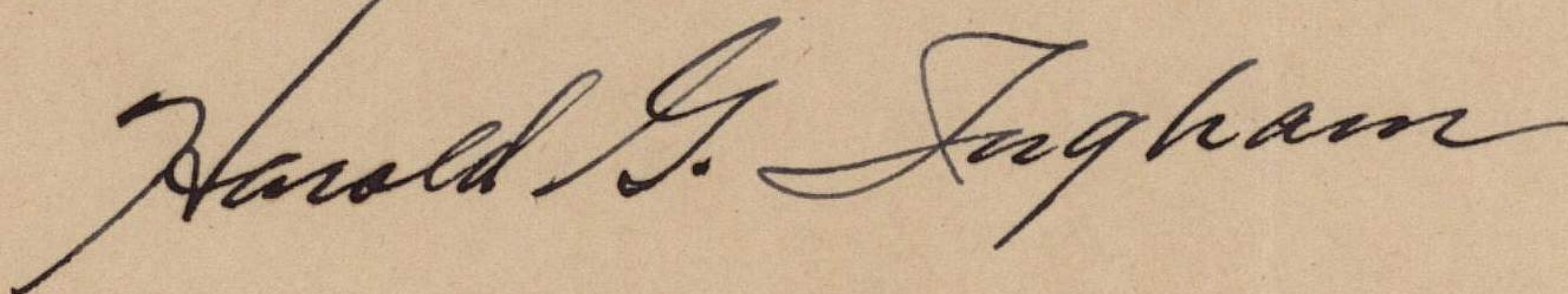
We are entertaining on March 12 and 13 a combined meeting of the Kansas State Art Teachers Association and the High School Art Conference. This will bring to the campus from 60 to 75 art teachers, in addition to many high school students. We can arrange lodgings for the students at the organization houses and dormitories but there are insufficient accommodations available at the hotel or in rooming houses for the adults, principally women.

We will need accommodations for at least fifty women for Friday night, March 12, and so far have located places for less than twenty-five. In order to take care of the balance, it seems necessary that we ask faculty members to open their homes for one or two guests that night. These people expect to pay at least a reasonable price for the accommodations so that you will be reimbursed enough to cover at least your laundry and incidental expense -- also maid service, if you are fortunate enough to have that available. I realize that many of us can arrange to entertain a guest for a single night, if circumstances are favorable at the time, where it would be impossible to provide a room regularly. So if you find that you can help in this emergency, will you please call my office -- KU 87 -- to report this and advise whether you can take more than a single guest.

Ordinarily, guests entertained in private homes have been asked to pay \$1.50 per night when occupying a room alone and not more than \$1.00 per night for two occupying the same room. We will instruct those enrolling for the conference that these are the usual rates unless you prefer to set your own figure.

If you volunteer to assist, you will be called in advance that day before any assignment is made. So do not plan definitely on this until you have received a call from my office.

Cordially yours,



Director,

HGI-DR

P.S. If you cannot help this time, could you possibly arrange to assist with any conference which may be held later this spring?