

January 17, 1945.

Mr. J. O. Keller,  
Department of Physical Education,  
University of Missouri,  
Columbia, Missouri.

Dear Mr. Keller:

Your letter has lain on my desk during the time that I have been endeavoring to figure out exactly what you wanted.

As head of the department, I handle most of this material. We have never had a labor foreman, but I do delegate powers to our different men in our department; (1) on curriculum; (2) on personnel; (3) on gym management; and so forth. We have a secretary in the office and all things clear through the secretary's desk.

Won't you write me giving me the information you desire? If I can answer your questions further, I will be pleased indeed to do so.

Sincerely yours,

FCA:AH

Director of Physical Education,  
Varsity Basketball Coach.