

CLEVELAND BOARD OF EDUCATION
BUREAU OF PHYSICAL WELFARE

April 4, 1932

To: Dr. F. C. Allen
Mr. J. H. Crocker
Mr. E. J. Hickox
Dr. W. E. Meanwell
Mr. H. G. Reynolds

GENTLEMEN:

It now appears that some time after 10:00 o'clock on Friday morning next, this committee will be called upon to give a report of its activities. In order to make such a report a true committee report, it is necessary, it seems to me, for us to get together ahead of time and discuss the matter.

attn. Dr. Allen
I am therefore taking the liberty of calling a meeting for 8:30 on Friday morning next, at the McAlpin Hotel. Unless you hear further, we will use the same room for our meeting that has been scheduled for the general meeting. This will save going to the trouble of finding out just which room we are going to use.

In case there are any of you who cannot be present at this meeting, will you kindly notify me to that effect at once in order that the committee meeting may not be held up awaiting your arrival.

Very sincerely yours,

FLOYD A. ROWE

Chairman.

FAR:MG

Room 255, Board of Education,
1380 East 6th Street,
Cleveland, Ohio.