

February 13, 1940.

Miss Susan Allen,
2424 Sterling,
Independence, Mo.

Dear Miss Allen:

I should have answered your letter of the 1st sooner, but I have been consumed with administrative work and have had no opportunity to reply.

I would take advantage of Mr. Ray French's offer to help and I would organize the local board along the lines set up in Spalding's Athletic Guide. You will find by reading there on the Chartered Board of Officials that you can follow their plan and it is not necessary for you to affiliate with any one in the beginning. Just set up your officers there in your local board and start to work. The more often you meet and the more games you work, the more beneficial you will become.

After you get started if I can help you in any way, please feel free to call upon me. I congratulate you on your initiative.

Sincerely yours,

Director of Physical Education and Recreation,
Varsity Basketball Coach.

FCA:AH