

May 22, 1944.

Miss Hazel Lee Simmons,  
Principal, Cordley School,  
Lawrence, Kansas.

Dear Miss Simmons:

We are indeed grateful to you and to Cordley School for the privilege of using your Rhythm Band instruments during our Recreation Training Institute. They added much to the pleasure of everyone present.

With appreciation of your fine cooperation,  
I am

Very sincerely yours,

FCA:AH

Director of Physical Education,  
Varsity Basketball Coach.



May 22, 1944.

Mr. and Mrs. James Reiter,  
Buildings and Grounds Dept.,  
University of Kansas.

Dear Mr. and Mrs. Reiter:

It was most kind and thoughtful of you to have fresh flowers for us each evening last week while our Recreation Training Institute was being held in Robinson Gymnasium.

Your contribution added much to the pleasure of the persons attending the Institute. Thank you so much.

Sincerely yours,

Director of Physical Education,  
Varsity Basketball Coach.

FCA:AH



May 22, 1944.

Rumsey-Allison Flower Shop,  
Lawrence, Kansas.

Dear Friends:

I want you to know of our sincere appreciation for the use of the two flower vases you loaned to us last week while our Recreation Training Institute was being held.

We were able to secure fresh flowers daily from the University gardeners, and the fact that we had suitable vases to hold them added much to the pleasure of the persons attending the Training Institute.

Thank you so much for your kindness.

Very sincerely yours,

Director of Physical Education,  
Varsity Basketball Coach.

FCA:AH



May 22, 1944.

Mr. Howard Braucher, President,  
National Recreation Association,  
315 Fourth Avenue,  
New York City, N.Y.

Dear Mr. Braucher:

I am enclosing herewith the University's voucher for \$125.00 for the services of Mrs. Anne Livingston who conducted a most successful Recreation Training Institute at the University of Kansas last week. I am also enclosing a letter which I wrote Mrs. Livingston expressing our appreciation of her splendid efforts.

One hundred forty persons registered for the Training Institute, and an average of 125 attended each session.

We are tremendously pleased with the success of the Training Institute, and we are deeply grateful to the National Recreation Association for making it possible.

Very sincerely yours,

Director of Physical Education,  
Varsity Basketball Coach.

FCA:AH  
Enc.



May 20, 1944.

Mrs. Anne Livingston,  
Campus,  
University of Kansas.

Dear Mrs. Livingston:

I want you to know how genuinely we have enjoyed your exceptional work here on the campus of the University. Your pleasing and exceptional personality did wonders for our people. The fine command that you exhibited in teaching our people is greatly appreciated.

We are indebted to you and we wish you every success in your splendid work.

Very sincerely yours,

Director of Physical Education,  
Varsity Basketball Coach.

FCA:AH





THE MENNINGER SANITARIUM

TOPEKA, KANSAS

May 12, 1944

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

Dear Dr. Allen:

Thank you for the prompt answer to my inquiry about the training institute.

Some of us will surely plan to attend most of the meetings.

Sincerely,

*K. Woolworth*  
K. Woolworth  
Recreational Director

KW:dac



FEDERAL SECURITY AGENCY  
OFFICE OF COMMUNITY WAR SERVICES

800 Kansas Avenue  
Topeka, Kansas  
May 13, 1944

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

Dear Dr. Allen:

Thank you for your letter of May 8 enclosing information regarding the Recreation Institute to be conducted on the University Campus.

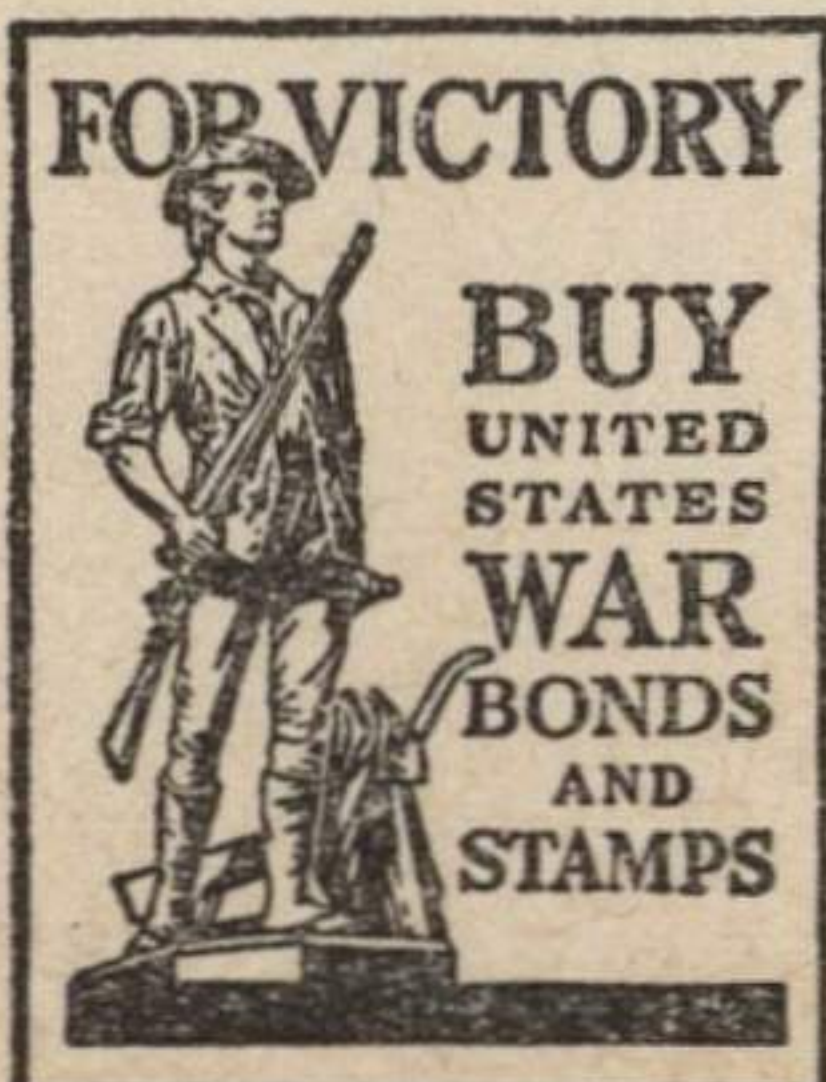
I am distributing a few copies of the material to committees in communities where I have worked. I also hope to attend a portion of the session myself.

Sincerely yours

*J. Lee Brown*

J. Lee Brown  
Field Recreation Representative

JLB:tlm





DEPOSITED WITH THE CASHIER

OF

THE UNIVERSITY OF KANSAS

By Physical Education Dept.

Currency .....

Gold .....

Silver .....

Checks (List each check or draft separately)

Recreation Trg  
Institute fees

31 50

TOTAL .....

31 50

May 23, 1944

Received all the above listed items.

Dorothy C. Williams

Cashier.





STATE OF KANSAS  
BOARD OF ADMINISTRATION  
AND BOARD OF REGENTS

FORM No. 49

UNIVERSITY OF KANSAS  
OFFICIAL RECEIPT

No 9807

Lawrence, Kansas,

May 23, 1944

Received from

Physical Education

DOLLARS

Thirty-one & <sup>50</sup>/<sub>100</sub>

in payment for

Deposit - Recreation Inq. Inst. fees

\$

31<sup>50</sup>/<sub>100</sub>

Dorothy E. Williams

Head of Department, Cashier or Steward.





DEPOSITED WITH THE CASHIER

OF

THE UNIVERSITY OF KANSAS

By Physical Education Dept.

Currency .....

Gold .....

Silver .....

Checks (List each check or draft separately)

Yess - Recreation  
Training Institute

11650

TOTAL .....

11650

May 20, 1944

Received all the above listed items.

Dorothy Williams

Cashier.





STATE OF KANSAS  
BOARD OF ADMINISTRATION  
AND BOARD OF REGENTS

FORM No. 49

UNIVERSITY OF KANSAS  
OFFICIAL RECEIPT

No 9804

Lawrence, Kansas,

May 20, 1944

Received from

Physical Education

ORIGINAL

One Hundred Sixteen &  $\frac{50}{100}$

DOLLARS

in payment for

Deposit - Recreation Inq. Inst.

\$

116  $\frac{50}{100}$

Dorothy Williams

Head of Department, Cashier or Steward.





PHYSICAL EDUCATION DEPT.

Dr. F. C. Allen  
Robinson Gym

Lawrence, Kansas May 2 1944

IN ACCOUNT WITH THE

**UNIVERSITY OF KANSAS PRESS**

**Nº 4360**

**Terms: CASH**

Make all payments to THE UNIVERSITY OF KANSAS PRESS  
and mail direct to the Business Office, 123 Frank Strong Hall

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April 27, 1944	200 Recreation Tickets, with stub Printed, numbered, perforated	#8176	3.80
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**P A I D**  
**MAY 19 1944**  
**BUSINESS OFFICE**



PHYSICAL EDUCATION DEPT.  
Dr. F. C. Allen  
107 Robinson

Lawrence, Kansas April 13 1944

IN ACCOUNT WITH THE  
**UNIVERSITY OF KANSAS PRESS**      **Nº 4289**

**Terms: CASH**

Make all payments to THE UNIVERSITY OF KANSAS PRESS  
and mail direct to the Business Office, 123 Frank Strong Hall

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March 28, 1944	50 Recreation Training Institute Posters, Imprinted Only	#8077	\$3.35
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**PAID**  
**APR 15 1944**  
**BUSINESS OFFICE**



PHYSICAL EDUCATION DEPARTMENT  
Dr. F. C. Allen  
107 Robinson

Lawrence, Kansas April 3 1944

IN ACCOUNT WITH THE  
**UNIVERSITY OF KANSAS PRESS**

**Nº 4198**

**Terms: CASH**

Make all payments to THE UNIVERSITY OF KANSAS PRESS  
and mail direct to the Business Office, 123 Frank Strong Hall

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March 24, 1944

250 Form Letters: Recreation Leader

#8059 \$3.90

**PAID**  
**APR 15 1944**  
**BUSINESS OFFICE**



PHYSICAL EDUCATION DEPT.  
Dr. F. C. Allen  
107 Robinson

Lawrence, Kansas April 3 1944

IN ACCOUNT WITH THE  
**UNIVERSITY OF KANSAS PRESS**

**Nº 4203**

**Terms: CASH**

Make all payments to THE UNIVERSITY OF KANSAS PRESS  
and mail direct to the Business Office, 123 Frank Strong Hall

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March 24, 1944	250 8 $\frac{1}{2}$ x14 Circulars--2 Colors	11.90	#8063	\$16.75
	Wartime Recreation Training Inst.			
	150 Govt. Return Postal Cards	4.20		
	100 Same--not stamped	.65		

**PAID**  
**APR 15 1944**  
**BUSINESS OFFICE**



High School

~~X. Li~~

- 1. Rachel Cooper 3
- 2. Yanni Cooper 2
- 3. Paul Leigh 7
- 4. Rosemary Anshand 1
- 5. Julie Fox 4
- 6. Verna Hill 5
- 7. Shula Wilder 10
- 8. Yvonne Follmer 8
- 9. Barbara Richards 9
- 10. Davida Jones 6

- 1. Darlene Howe 2
- 2. Evelyn Ironel 3
- 3. Pauline Patterson 5
- 4. Ann Martini 4
- 5. Claudi Anderson 1

Teen-Age

- 1. Eleanor Wells 6
- 2. Rosemary Davies 3
- 3. Elaine Elvig 2
- 4. Bill Porter 5
- 5. Hinton Winter 7
- 6. Barbara Nash 4
- 7. Fred Cooper 1



COMMUNITY SERVICE LEAGUE  
COMMUNITY BUILDING  
LAWRENCE, KANSAS

Cordery -

Bernita Reich Mansfield

1. Pearl Leigh
2. Sheila Walden
3. Ann Martin

McAllister

Lee Sutt

1. Yvonne Pollock
2. Pauline Patterson

New York

Merced Whitted

1. Rachel Cooper
2. Darlene Howe

Richman

Bernie Nash

1. Yvonne Cooper
2. Barbara Richards
3. Claudia Anderson

Woodham

Cornwell or Mc Cormick

1. Julie Fox
2. Vernie Hill
3. Evelyn Truel

Harison

Mrs. Hayter

1. Davida Jones

Rosemary Orchard -  
Vernie Hill -







March 25, 1944.

Mr. J. Patrick Rooney,  
National Recreation Association,  
315 Fourth Avenue,  
New York 10, N.Y.

Dear Pat:

I am addressing you in New York so that you can be advised that we have accepted the dates of May 16 to 20 for our Institute here at the University of Kansas.

We are printing publicity material for our Institute and the first of the week we will mail you a copy of the same.

We appreciate your cooperation in advising different areas in our state who have made inquiries regarding this Institute. We will advise you from time to time regarding the progress we are making.

Very sincerely yours,

FCA:AH

Director of Physical Education,  
Varsity Basketball Coach.



Shutz



copy of Mrs. Druce



CLASS OF SERVICE

This is a full-rate Telegram or Cablegram unless its deferred character is indicated by a suitable symbol above or preceding the address.

# WESTERN UNION

1220

SYMBOLS

- DL=Day Letter
- NT=Overnight Telegram
- LC=Deferred Cable
- NLT=Cable Night Letter
- Ship Radiogram

A. N. WILLIAMS  
PRESIDENT

NEWCOMB CARLTON  
CHAIRMAN OF THE BOARD

J. C. WILLEVER  
FIRST VICE-PRESIDENT

The filing time shown in the date line on telegrams and day letters is STANDARD TIME at point of origin. Time of receipt is STANDARD TIME at point of destination

KAZ47 LG=DESMOINES IOWA 16 1016A

1944 May 16 AM 11 12

DR FORREST C ALLEN, DIRECTOR PHYSICAL EDUCATION=  
KANSAS UNIVERSITY

THE ASSOCIATION WILL BE HAPPY TO COOPERATE WITH YOUR DEPARTMENT TO MAKE AVAILABLE TO LAWRENCE AND ADJACENT COMMUNITIES AS WELL AS YOUR STUDENTS A RECREATION TRAINING INSTITUTE WITH MRS ANNE LIVINGSTON WEEK MAY 16 THROUGH MAY 20. ACCORDINGLY, PLEASE SCHEDULE MAY 15 PM MEETINGS WITH PLANNING COMMITTEES AND MRS LIVINGSTON ON GENERAL CONTENT OF COURSE, BACKGROUND OF REGISTRANTS, AIM WITH COMMUNITY AND WITH STUDENTS, ETC. YOU WILL RECEIVE GENERAL PUBLICITY MATERIAL AND MATS, AS WELL AS SUFFICIENT SUPPLY POSTERS FOR UNIVERSITY AND COMMUNITY=  
PAT ROONEY.

16 20 15 PM.

TELEPHONED TO

*J. C. Willever*

TIME

*11:00*

BY

*OP*



1.

The family that plays together stays together, claims Mrs. Anne Livingston, of the National Recreation Association.

Games and More games for children - for teen agers - for adults - are featured in fun classes at the Wartime Recreation Training Institute in Robinson Gymnasium every evening this week.

Are you having a party soon, a dance at your club, need new ideas? Come this evening at 7 o'clock to Robinson Gymnasium.

2.

What are you going to do with your children this summer? Or that gang that hangs out in the backyard with your son or daughter? Sure, you'd like to help them.

Ideas, and more ideas, are yours for the asking at the daily recreation classes this week at the University of Kansas. You are invited. Mrs. Anne Livingston, of the National Recreation Association of New York City, is here to lead the classes. What about your next party? Got any ideas? At the Recreation Training Institute you will find plenty of new, stimulating games, musical mixers, brain teasers and quizzes.

3.

Housewives, will you help -- the Y.W., 4H Clubs, Girl Scouts, Campfire Girls and summer recreation program need you. Youth is our most priceless asset. One hour a day from you is cheap insurance for Lawrence's welfare. Mrs. Anne Livingston, of the National Recreation Association of New York City, is leading fun classes at the University of Kansas every evening this week from 7 to 10 p.m. in Robinson Gymnasium.

Come - have fun - learn new games - new party ideas, square dances, puzzles, playground activities, and help Lawrence build strong bodies and minds for future.



4.

Are you in charge of your church's recreation? Are you on that planning committee for the spring social? What about your young people's groups? Need any new ideas on parties, games, songs, for that next get-together at the church - social hall? Mrs. Anne Livingston, of the National Recreation Association of New York City, is in charge of the Recreation Training Institute at the University of Kansas this week. Join the other leaders - have fun - and help your church's recreation program. Remember, this evening from 7 to 10 p.m. in Robinson Gymnasium.

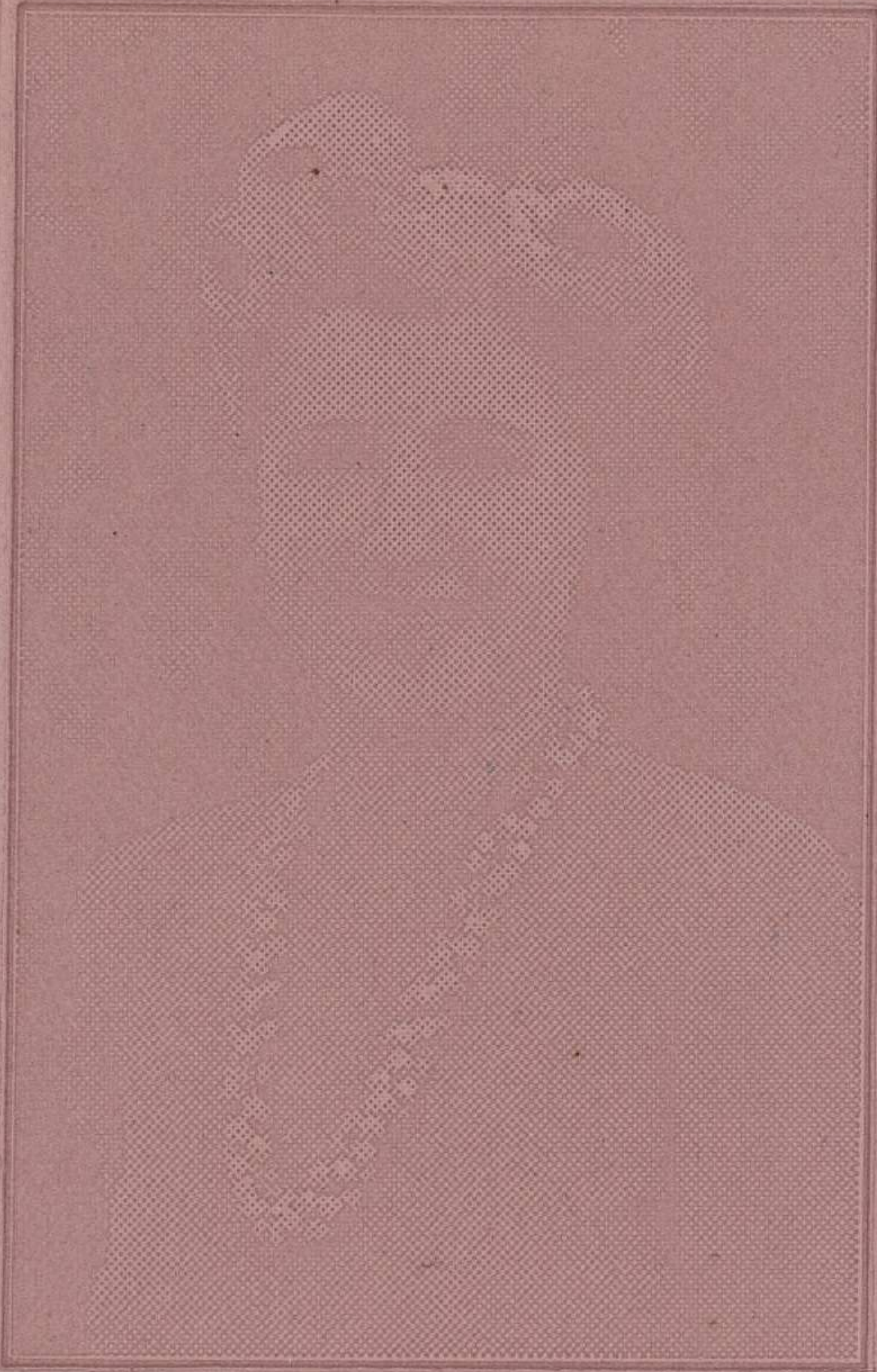
5.

Will you help build a happier Lawrence? Do you have some spare time to help Y.W. - Y.M. - 4H Clubs - your own family or neighborhood - your church group - your PTA - or summer recreation playground? Join Mrs. Anne Livingston's fun classes at the University of Kansas this week. Have you been investing in the happiness of youth? Dividends are paid daily. New ideas, programs, games, all sorts of recreation material at the Wartime Recreation Training Institute in Robinson Gymnasium every evening this week from 7 to 10 p.m.

6.

Gay parties for lively people - and who in Lawrence isn't lively? Games for all ages, creative games, active games, games for small spaces, quiet games, games for hot weather and rainy days - musical mixers, folk games, stunt songs - all this at the Recreation Training Institute at the University of Kansas each evening this week. Fun sessions are held from 7 to 10 p.m. in Robinson Gymnasium by Mrs. Anne Livingston of the National Recreation Association of New York City. Would you like to help your family, your PTA group, church, neighborhood, the Y.M. - Y.W., Boy and Girl Scouts, Campfire girls, 4H Clubs, or the summer recreation program of your city? Get the latest materials in recreation leadership by actually playing with other leaders this evening in Robinson Gymnasium. We'll look for you at 7 o'clock.





ANNE LIVINGSTON



UNITED

CERT



KFKU BROADCAST - May 18, 1944

Mrs. Anne Livingston

Announcer: As a public service feature of KFKU, we are most happy to have with us in the studio this evening, Mrs. Anne Livingston, National Recreation Association, of New York City, who is conducting recreation leadership training classes each evening this week in Robinson Gymnasium at the University of Kansas, for all the people of Lawrence and nearby towns who are interested in recreation for youth - recreation for adults.

Mrs. Livingston, tell us, - just what is the National Recreation Association?

Mrs. Livingston: Well, Mr. \_\_\_\_\_, the National Recreation Association is a private agency supported solely by private contributions raised by volunteer sponsors whose only goal - and this is true since 1906 - has been working with the 8,000 communities of these United States to help them, to quote our charter, "find the most satisfying use of leisure time; that every child in America shall have a chance to play."

Announcer: That is a most noble goal, and one that we can see the value of in these trying days of broken families, men and women in war service, and industrial concentration in our cities. But how does the Association do this?

Mrs. Livingston: We do this by working with the local forces. We believe that every organization has much to contribute to this. The programs of the Y.W.C.A., the Y.M.C.A., the Boy Scouts, the Girl Scouts, the 4 H Clubs, the schools, the churches, the city recreation councils, the youth committees of civic clubs, the Parent-Teachers Association -- are all worthy of all the aid that we can give them through our field service. We believe that recreation, as religion, Mr. \_\_\_\_\_, is the responsibility of the local community. They must decide



that they want it, and after making that decision, they must find the tools, financially and otherwise, to implement it locally. We do not believe, nor do you, I think, that a recreation program is something that can be superimposed from the outside. Recreation is the people's program - it must come from the people - it represents their desires and wishes - and they must put it into action.

Announcer: Is this something new in America?

Mrs. Livingston: My goodness, no! Public recreation started with the sand gardens in Boston in 1870. Last year, over 500 American communities supported year-round programs of community recreation, and spent some \$40,000,000 of tax funds, mainly for leadership. At the present time, Mr. \_\_\_\_\_, recreation is regarded as a municipal responsibility, to be supported by tax funds, the same, for example, as public health service or the collection of garbage or the provision of good streets. Recreation for the mass of the people is good in itself, needs no such excuse as the eradication of juvenile delinquency that many of our well-meaning friends attempt to attach to it, and is a necessity of all the people in any American community. You people of Lawrence have one of the most splendid community buildings I have ever seen, with excellent volunteer help. I hope that you can soon have a program in operation seven days a week. I am happy to know about your summer recreation program for Lawrence children - for this summer - which includes plans for playgrounds, art studio, Red Cross swimming instruction, and teen-age activities.

Announcer: You are of the opinion, then, Mrs. Livingston, that Lawrence is on the right track?



Mrs. Livingston: If the experience of the past forty years is worth anything, if the lessons of this war crisis have been brought home and we are to profit by them, then a system of public recreation is the most worthwhile investment that the people of Lawrence can make. Dividends in youth are paid daily; invest early.

Announcer: Thank you. We are glad to get the comments of one with such a wide experience as yours. But, Mrs. Livingston, you haven't told us just exactly what you are doing in Lawrence. You have told us all about the trends of the National Recreation Association, but a charming person such as yourself must be contributing quite actively here in our city, and our listeners would like to know more about your training course for volunteer recreation leaders.

Mrs. Livingston: Each evening this week, and all day Saturday, in Robinson Gymnasium on your lovely campus, I am meeting with the leaders from the churches, the Parent-Teacher Association, the schools, the girl scouts, the Y.M.C.A. and the Y.W.C.A., members of your Lawrence Recreation Council, interested housewives, recreation leaders from your Sunflower Village, Haskell Institute, and representatives of your civic clubs - and we are going through the various activities that comprise a recreational program - games for all ages, recreational music, stunt songs, creative dramatics, musical mixers - a whole gamut of activities. All the people of Lawrence and vicinity are invited. I hope to see many of your listeners there tomorrow evening at Robinson Gymnasium at 7 p.m.

Announcer: I suppose in any community the size of Lawrence there are many types of people to be reached in a recreation program.



Mrs. Livingston: Yes. We have different types of people - which we might divide into these four groups - the athletic, the creative, the mental, and the social. They like different types of activities, - so we plan parties and activities in order that each type will have at least a few of their favorite forms of activities. For instance, Mr. \_\_\_\_\_, I would like to tell you a love story . . . . .

Announcer: A love story! Well, we certainly would like to hear one.

Mrs. Livingston: In this case, as in most of the others, it takes two people to make a love story. Will you help me?

Announcer: Let's go!

Mrs. Livingston: Now, every time that I play, you name it. Ready . . . .

"Musical Story" (about 4 min.)

Mrs. Livingston: Wasn't that fun? Just an example, and everyone can make up their own story. For instance, stories of the services, the clubs - how they were organized; Bible stories, using favorite hymns; Mother Goose rhymes for children; and, always, the popular hits of the day for the teen-agers.

Announcer: What do you do to mix up a crowd at a party?

Mrs. Livingston: A little musical mixers - Couples or Threesomes.

Announcer: What do you mean by threesomes?

Mrs. Livingston: Ad Lib. "Honey, you can't love one"

"Pass the Ammunition"



Announcer: How about when we're all tired from dancing, - and these mixers.

What do we do then?

Mrs. Livingston: A quiet game, a brain teaser. For example:

Number of relatives -

Human checkers -

Cook's questionnaire

Announcer: Gee, I've had a good time. If that's a sample of recreation, let's have more in Lawrence. Thank you, Mrs. Livingston.

You have been listening to Mrs. Anne Livingston of the National Recreation Association of New York City, who is here in Lawrence this week conducting training sessions in recreational leadership for all those who are interested. The classes are in Robinson Gymnasium at the University of Kansas, meeting each evening from 7 until 10 p.m., and on Saturday from 10 a.m. to 12 noon, and from 2 to 4 p.m.