

January 13, 1942.

Lt. MacDonald,
U. S. Naval Training Station,
Norfolk, Virginia.

Dear Sir:

Mr. Steve Meade has asked that I write you in his behalf, which I am very happy to do. I understand that he is desirous of becoming attached with your bureau as a physical instructor. Mr. Meade has recently talked with Mr. Maurice Cannady, who was on your staff for a while, and it was suggested that this letter be addressed to you.

Steve Meade is a major in our Department of Physical Education. He will complete the requirements for the Bachelor's degree at the end of this present semester. He is also enrolled in nine hours of graduate work. Steve has made excellent grades at the University of Kansas, and has consistently been placed on the Dean's Honor Roll. We consider him one of the finest young men in our department.

Steve is a big fellow - 234 pounds, six feet one-half inch tall. He is 23 years of age. He has played on our varsity football team for two years.

Last summer Steve was director of one of the playgrounds in Kansas City, and did a splendid job. He is an excellent worker, intelligent, cooperative, and capable. He has won the high regard of his fellow students and the esteem of his instructors. I believe he would be an excellent addition to your staff. I am very happy to recommend him to you without reservation or evasion.

Very sincerely yours,

FCA:AH

Director of Physical Education and Recreation,
Varsity Basketball and Baseball Coach.