October 29, 1937.

Dean D. M. Swarthout,
School of Fine Arts.

Dear Dean Swarthout:

I greatly appreciate your kind offer of two season complimentary tickets for the University Concert Series. I shall, of course, be glad to pay the sales tax, and shall call for the tickets in the near future.

Thanking you for your thoughtfulness, and with best wishes, I am

Sincerely yours,

Director of Physical Education.

THE UNIVERSITY OF KANSAS
SCHOOL OF FINE ARTS
LAWRENCE

OFFICE OF THE DEAN

October 27, 1937

Dr. Forrest C. Allen
Athletic Office

Dear Dr. Allen:

We are happy to set aside for you two season tickets for the University Concert Series with our compliments.

It will be necessary, according to the new state law, that you call for these and pay the state sales tax before the tickets can be turned over to you. We shall be glad to have you call at the Fine Arts Office in the near future for your tickets.

The opening concert is scheduled for November 8th.

With best wishes,

Sincerely yours,

D. M. Swarthout

D. M. Swarthout
Dean

October 25, 1937.

Benj. H. Sanborn & Co.,
221 East 20th Street,
Chicago, Illinois.

Gentlemen:

I am very happy to receive a copy of YOUTH STUDIES ALCOHOL, by Harkness and Fort, which you sent to me at the suggestion of Mr. Neal M. Wherry. Thank you very much.

Sincerely yours,

Director of Physical Education.

We are sending you the book named below ~~for examination with a view to use.~~
As packages frequently miscarry, will you kindly acknowledge receipt.

A 814

Allen

Lawrence, Kans.

Very truly yours,

221 East 20th Street
Chicago, Illinois

BENJ. H. SANBORN & CO.

TO

MR. PHOG ALLEN

LAWRENCE, KANSAS

DATE 10/23/37

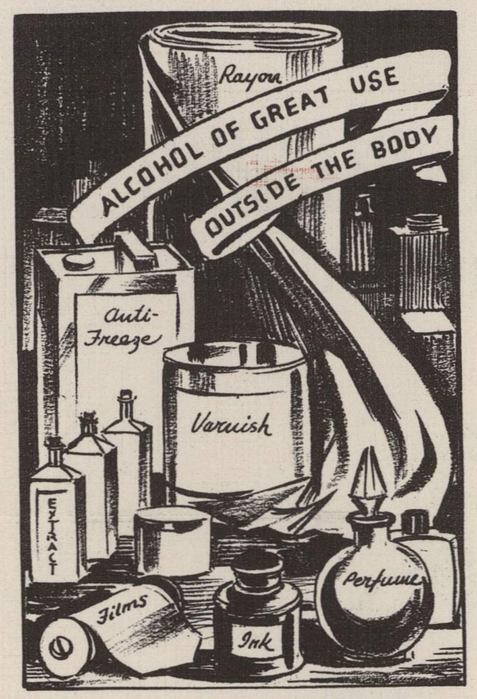
Harkness-Fort YOUTH STUDIES ALCOHOL

Sent at ~~request of~~ Suggestion of Mr. Neal M. Wherry

YOUTH STUDIES ALCOHOL

HARKNESS AND FORT

BENJ. H. SANBORN & CO.



YOUTH STUDIES ALCOHOL

KENNETH M. HARKNESS and LYMAN M. FORT

A study of the effects of Alcohol for the seventh, eighth, or ninth grades

Boys and girls demand to know the truth about Alcohol, its uses and abuses. The schools throughout the United States are seeking to discover a new and more effective method of approaching the alcohol question for younger people. It is to meet this need that this book was written. The authors set forth a capable presentation of a subject around which much controversy has raged.

YOUTH STUDIES ALCOHOL has been prepared for use in the junior high school grades. It may be used as a supplementary reader in either science or social science classes, but preferably the latter. The authors have made the material interesting and at the same time scientifically accurate. The style is informal, mostly narrative, together with a conversational approach, which should help to catch the attention of the pupil and carry him through the study.

CONTENTS

I. What Started It All?
II. What They Wanted to Know
III. Drinking and Driving
IV. Befuddling the Pilot
V. Alcohol: A Stimulant or a Narcotic?
VI. Getting Wise to the Ads
VII. Horsepower and Horse Sense
VIII. What about Athletics?
IX. Why Do People Drink?
X. Conclusions

Dr. H. B. Bruner of Columbia University has written an appropriate foreword.

There are helpful suggestions to teachers, a useful bibliography, simple experiments and thought-provoking questions, and suggestions for further discussion and study.

The book is profusely and attractively illustrated with original drawings by Kurt Welanetz.

YOUTH STUDIES ALCOHOL tells the boys and girls what they want to know and ought to know, but more than mere understanding, fundamental as it is, is the right attitude which it inculcates. The boys and girls of today who read and discuss this book will make the world of tomorrow safer and happier, because of the attitude acquired today through the study of this book.

BENJ. H. SANBORN & CO.

CHICAGO NEW YORK BOSTON

YOUTH STUDIES ALCOHOL

By Kenneth M. Harkness
and Lyman M. Fort

Pages 136. Price 64 cents

Benj. H. Sanborn & Co.

CHICAGO NEW YORK BOSTON

October 26, 1937.

Mr. J. A. Mermis,
State Business Manager,
Topeka, Kansas.

Dear Sir:

I am attaching herewith requisition number 71309 for a new Royal Typewriter for the office of the Department of Physical Education.

The machine which we wish to trade in on the new one is an Underwood, Serial No. 93733, which dates it back to about 1914. This machine was factory rebuilt and purchased by the department 10 or 12 years ago.

I trust that we may have your approval of this purchase.

Sincerely yours,

Director of Physical Education.

October 28, 1937.

Mr. Sylvester Schmidt,
Gymnasium.

Dear Sylvester:

I have been called out of town this afternoon and I would appreciate it very much if you will conduct the basketball class. I would not advise scrimmage this afternoon.

Tell the boys that we will practice tomorrow but it will be perfectly all right if those who have other things to do pass it up for studies or things more important for that day.

The special drill that I would like you to emphasize is the matter of taking two offensive players, as I have diagrammed on this slip of paper, and using against them two defensive players. The offensive players may dribble anywhere on the court and the defensive players must follow their own man. They are not permitted to switch, trade or slide, regardless of the play situation.

Start the play about the center of the court. The object of this drill is to make the guards hug closely to their forward. And even though they are picked off by the screen that I have diagrammed here, and the pivot with a back pass, number 1 guard must follow number 2 forward. I am endeavoring to make the guards play closer to the forwards so that all of our men will be playing the present zone.

Then start on the out of bound drills after all of the men have worked this, and work tandem, 4 and 2. Do not hurry it along but use the proper time. I understand Fralle will not be here today, so use Golay or some of the other men to help you. I would suggest that you dismiss the squad by 5:15. Make it rather short and snappy. Have every man throw 50 free throws against competition and keep track of the number that each shoots.

I will appreciate this help from you.

Cordially yours,

FCA:AH

Basketball Coach.

October 29, 1937.

Mr. Adolph F. Schriner,
Otis Rural High School,
Otis, Kansas.

Dear Mr. Schriner:

I am happy to have your letter of the 27th instant.

I shall be glad to see you next Friday or Saturday morning if you are coming for the State Teachers Convention. At the present time I am pretty well tied up with budget meetings and other committee meetings, but I shall be glad to talk to you for a few minutes.

I have just finished a new book entitled "Better Basketball, Incorporating Technique, Tactics and Tales", which will be off the press shortly. I am sure you would find this book interesting and up-to-date in fundamentals and play situations. I am enclosing a little description of the book so that you may know something of its contents.

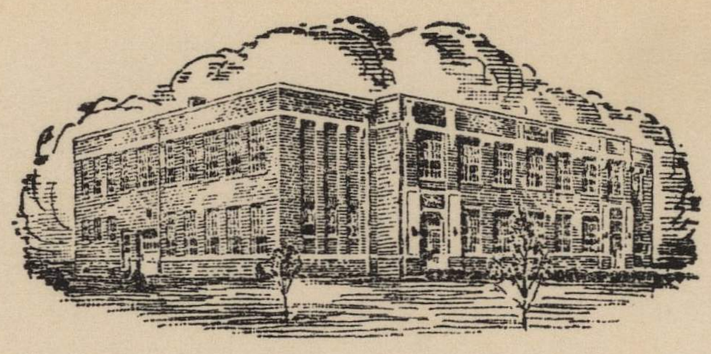
With all good wishes, I am

Sincerely yours,

Director of Physical Education.

FACULTY

MRS. EDITH SCHROEDER
NAOMI WITMORE
CHRISTINE VAUGHAN
ADOLPH SCHRINER
CURTIS BRICKEY
MARJORIE WALLERSTEDT



BOARD

ALEX BRACK, DIRECTOR
J. J. ROTHE, CLERK
E. E. HOPKINS, TREASURER

OTIS RURAL HIGH SCHOOL

CLASS A SCHOOL

J. W. POWERS, PRINCIPAL

OTIS, KANSAS

October 27, 1937

University of Kansas
Coach Forrest C. Allen
Lawrence, Kansas

Dear Coach:

I presume you don't recollect my name just now, but, if you remember when Coach Hardy from Hoisington and I talked to you before K.U. Salina Basket-ball game. I was with Mr. Hardy at that time. My reason for writing is to ask if it is possible for me to take a little of your time next week end during teacher's meeting for an appointment and talk basket ball. I would like to have you talk on defensive and offensive plays. Any suggestion that you might have will be greatly appreciated. Would you answer immediately as that would be my only reason to go to Lawrence next week. Thanking you in advance, I remain.

Sincerely yours
Adolph F. Schriner

November 8, 1937.

Mr. Lee Sherman,
Scoutmaster Troop 2,
5119 Paseo,
Kansas City, Mo.

Dear Mr. Sherman:

Acknowledging your kind letter of the 4th instant, beg to state that Mr. Gwinn Henry is my successor as Athletic Director at the University of Kansas.

I am turning your letter over to Mr. Earl Falkenstien, the financial secretary of the Athletic Association, who will handle the matter in the absence of Director Henry. I am very sure that these gentlemen will be indeed happy to cooperate with you in the thing that you desire.

I wish to thank you for your kind wishes regarding the possible success of both the football and basketball teams this season.

Very cordially yours,

FCA:AH

Director of Physical Education.

November 9, 1937.

Mr. Harold Smith,
Smith-Grieves Publishing Co.,
17th and Washington,
Kansas City, Mo.

Dear Harold:

Miss Bearg called from the office this morning and delivered the message regarding your tickets for the Kansas-Missouri football game.

You will remember, Harold, that I am no longer Athletic Director, and am not in a position to pull a rabbit out of the hat. I passed on your message to Mr. Earl Falkenstien, our financial athletic manager, who will do his very best to give you the best possible seats remaining at this time. As weeks go there is a very little time left before the big game, and many of the best tickets have been purchased.

However, you will get the very best under the conditions, I assure you. I wish we might do better, but the time is late.

Sincerely yours,

FCA:AH

Director of Physical Education.

October 23, 1937.

Mr. Harold Smith,
Smith-Grieves Publishing Co.,
Kansas City, Missouri.

Dear Harold:

I am going through Kansas City next Thursday afternoon on my way to Independence, Missouri.

Mrs. Allen and I are on our way through and I would like to drop in and see you some time after lunch Thursday, October 28.

Will you let me know if this will be convenient for you?

Sincerely yours,

FCA:AH

Director of Physical Education.

November 8, 1937.

Miss Miller,
A. G. Spalding & Bros.,
1012 Grand Avenue,
Kansas City, Mo.

Dear Miss Miller:

Will you kindly mail me a sample of the green cotton shirt and the green pants that Mr. Charlie Seymour wrote you about Sunday? We will then make our selection. Please send the samples to me at room 105 Robinson Gymnasium.

Very sincerely yours,

FCA:AH

Director of Physical Education.

November 12, 1937.

Mr. J. M. Saunderson,
Athletic Director,
Morningside College,
Sioux City, Iowa.

Dear J. M.:

Several of your boys who were in the coaching school last year spoke to me about desiring to take a course in Treatment of Athletic Injuries from me.

I am wondering if you would be kind enough to send me last year's list at your coaching school so that I might pick out those fellows who spoke to me and write to them. I would appreciate this very much.

I hope you can come down with Coach Rogers on the trip early in December.

I want you to know that it was a great pleasure to be at your school last summer and to get better acquainted with your official family, and your own immediate family.

With every good wish, I am

Sincerely yours,

FCA:AH

Director of Physical Education.

November 12, 1937.

Mr. Chas. Seymour,
Spalding Athletic Goods Co.,
Salina, Kansas.

Dear Charlie:

I have written to Miss Miller, at the Kansas City office, asking her to send us samples of the green cotton shirt and the green pants, but so far we have not heard from her.

I think now I will change to green wool, as the colors will be better in wool. I want to know if you have this stuff in stock, because the time is getting short. I want the Irish green.

If the green shirt has a white band across the chest that will be all right, as we can put green letters on it.

We need two dozen Kelley knee pads, but I do not have the requisition for that order yet. I hope Spalding has those in stock. If so, we will order them.

Please let me know right away if Spalding has this stuff on hand.

Sincerely yours,

FCA:AH

Director of Physical Education.

P.S. The samples just came in this afternoon.

November 13, 1937.

Miss Miller,
A. G. Spalding Company,
1012 Grand Avenue,
Kansas City, Mo.

Dear Miss Miller:

I acknowledge receipt of the green cotton shirt and green pants. Will you send me a sample of a light weight green wool shirt for our inspection?

We are now expecting to use the old varsity pants for the freshmen, but we desire to use a green shirt with light trim on it around the neck and arm pits or a white band across the chest so that we may put the numerals thereon.

Will you be kind enough to send me a sample of any stuff that you have in stock there in the light wool garment? We will then give you our order.

Thanking you, I am

Sincerely yours,

FCA:AH

Director of Physical Education.

November 15, 1937.

Mr. Andrew C. Skradski,
400 North 5th St.,
Kansas City, Kansas.

Dear Andy:

I am sending your letter on to Mr. George Veenker, the secretary of the Big Six Conference, who will be glad to list your name as one of the officials. George Veenker succeeded me last fall as secretary of the Conference.

I will be glad to use you in some of our non-conference games, but as yet the opportunity has not presented itself. I will give you asshot at it some time real soon, Andy.

Sincerely yours,

FCA:AH

Director of Physical Education.

Please return

Troop 2

BOY SCOUTS *of* AMERICA

THE TEMPLE, Linwood and Flora

KANSAS CITY, MO.

Nov. 4, '37

Coach Forest C. Allen
c/o University of Kansas Athletic Dept.
Lawrence, Kansas.

Dear Coach Allen:

As has been my custom for a number of years past I hope to bring my Scout Troop and a few other youngsters numbering altogether about forty boys to the Thanksgiving M.U.-K.U. Football Game.

You have always been very kind in handling the arrangements for special rates and seating for this group and I would appreciate any favor you can extend the group for this game.

I have contacted the R.R. (Sante Fe) and made tentative arrangements for a special car to accomodate the group and as bus transportation is apparently unavailable from the train to the stadium, I contemplate hiking the group over. All boys will be in full uniform and I assure you of adequate adult chaperonage and perfect conduct.

Thanking you in advance for your trouble and any courtesy which you can extend to the group. Trusting to hear from you at your earliest convenience, I remain,

Very truly,

Lee Sherman

Scoutmaster Troop 2.
5119 Paseo
Kansas City, Mo.

P.S. Here's plugging for K.U. for the top seat in both football and basketball this season.

Copy for Mr. Falkenstien

November 8, 1937.

Mr. Lee Sherman,
Scoutmaster Troop 2,
5119 Paseo,
Kansas City, Mo.

Dear Mr. Sherman:

Acknowledging your kind letter of the 4th instant, beg to state that Mr. Gwinn Henry is my successor as Athletic Director at the University of Kansas.

I am turning your letter over to Mr. Earl Falkenstien, the financial secretary of the Athletic Association, who will handle the matter in the absence of Director Henry. I am very sure that these gentlemen will be indeed happy to cooperate with you in the thing that you desire.

I wish to thank you for your kind wishes regarding the possible success of both the football and basketball teams this season.

Very cordially yours,

FCA:AH

Director of Physical Education.

November 22, 1937.

Mr. Roy E. Spear,
319 Arch Street,
Little Rock, Arkansas.

Dear Roy:

This will acknowledge receipt of your special delivery dated the 19th and received by me Sunday morning.

You doubtless know that Mr. Gwinn Henry is my successor as Director of Athletics at the University of Kansas. He is away on a football trip, so I am turning your letter over to Mr. Earl Falkenstien, the financial secretary, who handles all the tickets. You will doubtless hear from him, informing you that the tickets will be left at the front of the stadium or sent to you.

I am very happy to hear from you and to know that you will be at the game on Thanksgiving. It promises to be a thriller.

Very cordially yours,

Director of Physical Education.

FCA:AH

November 22, 1937.

Mr. Emery Scott,
Granada Theater,
Lawrence, Kansas.

Dear Emery:

I have just talked with Mr. Earl Falkenstien in an effort to have him fix you up for tickets for the Missouri game.

As you know, a new policy has been adopted to not give complimentary tickets only in exceptional circumstances. Mr. Schwahn received a generous allotment for the Granada, and Mr. Falkenstien is of the opinion that the athletic committee will not enlarge upon the offerings already given.

I am sorry, but you can understand my position. I am happy to do what I can for you, but this is not in my power.

Mr. Falkenstien states that Thursday morning there will be seats in the stadium selling for $1.10 which will be in the north end. Other seats right near there in the north end will sell for $2.24. I would advise that you buy one of those tickets early Thursday morning and enjoy just as good seat as the others who will pay $2.24.

Sincerely yours,

FCA:AH

Director of Physical Education.

November 5, 1937.

Mr. Charles Seymour,
~~Spalding~~ Sporting Goods Co.,
Salina, Kansas.

Dear Charlie:

We are in need of 18 sets ($1\frac{1}{2}$ dozen) of those green cotton jerseys. We would also like to have the same number of green pants. On the front of the jersey we want

F R O S H

4 1

the three-inch numbers to be below the word Frosh. On the back of the jersey we want numbers, starting with 3 and continuing on up the numerical ladder. They should be five-inch numbers.

Charlie, I want you to write me right away and let me know if you can fill this order and have it here before our first game with the varsity on December 3. I spoke to Gwinn Henry this morning and he O.K.'d the purchase, but I want to be sure that it can be here.

Is this stuff made up in Kansas City, or is it made up in Chicago? If you have to send further away than Kansas City for it, I believe I better order this little stuff from one of the houses that make it up in Kansas City, as it is not large enough to take the chance of it not getting here on time.

I want the pants striped on the side and around the bottom. As soon as I have this information I will get the sizes for you.

Very cordially yours,

FCA:AH

Director of Physical Education.

November 9, 1937.

Mr. Charles Seymour,
348 West Ellsworth,
Salina, Kansas.

Dear Charlie:

Thank you for your good letter of the 7th instant. I am writing to Miss Miller today, asking if she will send a sample of the shirt and pants down so that we will have a look at them.

I am just wondering about the color of the green, and so forth. We are getting the sizes, and just as soon as we take them we will send that in. If the samples are satisfactory, which I am very sure they will be, then the order will be sent through.

You wrote Miss Miller a very nice letter, and I am sure that she will take good care of us.

With every good wish, I am

Very sincerely yours,

FCA:AH

Director of Physical Education.

A.G. Spalding & Bros.
DIVISION
SPALDING SALES CORPORATION
ATHLETIC EQUIPMENT
SPORT CLOTHING

1012 GRAND AVENUE
KANSAS CITY, MO.

ALBANY
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BALTIMORE
BOSTON
BRIDGEPORT
BUFFALO
CHAMPAIGN
CHICAGO
CINCINNATI
CLEVELAND
COLUMBUS
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DENVER
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DETROIT
HEMPSTEAD
HOUSTON
INDIANAPOLIS
KANSAS CITY
LAKE PLACID
LOS ANGELES
LOUISVILLE
MEMPHIS
MILWAUKEE
MINNEAPOLIS
NEWARK
NEW ORLEANS
NEW YORK
OAKLAND
OMAHA
PHILADELPHIA
PITTSBURGH
PORTLAND
ROCHESTER
ST. LOUIS
ST. PAUL
SALT LAKE CITY
SAN ANTONIO
SAN DIEGO
SAN FRANCISCO
SEATTLE
SYRACUSE
TOLEDO
WASHINGTON

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ADELAIDE
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LAUNCESTON
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PERTH
SYDNEY
BELGIUM
BRUSSELS
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VANCOUVER
ENGLAND
BIRMINGHAM
BRIGHTON
BRISTOL
LEEDS
LIVERPOOL
LONDON
MANCHESTER
SOUTHSEA
FRANCE
CANNES
PARIS
IRELAND
BELFAST
SCOTLAND
EDINBURGH
GLASGOW
SOUTH AFRICA
JOHANNESBURG

Nov 7,1937

Dr F C Allen
Director of Physical Education
Lawrence,Kas
Dear Phog:-

First of all I appreciate very muchthe letter of Nov 5th,regarding the Frosh Basket Ball Suits and wish to assure you that our setup on delivery of these suits is A1 and you need not have any worries at all about them being there in time for the Dec 3rd game.While our sources of supply for these garments is not in Kansas City we may have part of them there now for delivery and the balance is available on short notice.

I am enclosing a copy of the order as it should be for manufacturing purposes and also a letter I am forwarding to Miss Miller at the Kansas City store.I would appreciate it greatly if you forward the sizes to her and she will see that the order is followed through to assure you prompt delivery.

Now if this is not entirely satisfactory to you why you just drop Miss Miller a line advising her of same instead of sending the sizes.Dont worry though as I would not accept the order unless I knew positively we could perfect delivery.

Incidently I was in Lincoln yesterday and enjoyed the game greatly and my only wish is that we could of held them 4 minutes longer but the man power was too big.

Your Freind

Chas Seymour

Chas Seymour
348 West Ellsworth
Salina,Kas

F 1354 - 50 M - 1-35 M

MEMORANDUM

From—

A. G. SPALDING & BROS.

Chas Seymour STORE

Nov 7,1937

To Miss Miller

Kansas City Store

TO BE USED ONLY FOR CORRESPONDENCE BETWEEN OUR OWN STORES, FACTORIES OR DEPARTMENTS.

I am attaching an order subject to Dr Allens approval as per the copy of my letter to Dr AllenNow please by all means watch this order extremely carefully on account of the delivery of same.You will note in my letter to Dr Allen that he will forward the sizes direct to you and then you get busy and check the stock on hand and wire for additional items providing you are short any sizes. Have Mr Carmondy letter and trim all the garments in Kansas City so there will be on factory delay on this.Please advise me the outcome of this order as I am anxious to take good care of KU as you already know and we owe them good service.

Your Freind

Chas Seymour

ACKNOWLEDGMENT OF ORDER GIVEN TO A. G. SPALDING & BROS., DIV.

IN CORRESPONDENCE REGARDING THIS ORDER PLEASE REFER TO OUR No. **B T 11200**

STORE N C

CHARGE TO Aber Alo Co.

STREET AND No.

TOWN AND STATE Lawrence Kans

YOUR ORDER No.

DATE 11-7-37

SHIP TO Kansas University

STREET AND No. For attention Mr. F C Allen Athletic Dept.

TOWN Lawrence Kan

STATE

AN INVOICE FOR THIS MERCHANDISE WILL BE SENT YOU WHEN SHIPMENT IS MADE

THIS IS NOT AN INVOICE

DATE ORDER RECEIVED

DATE ORDER TRANSCRIBED

ORDER REC'D THRU Seymour

KEY

SHIP VIA Best Way

SHIP WHEN Extra RUSH

TERMS

QUANTITY ORDERED	STOCK No.	DESCRIPTION	TRADE PRICE	TRADE Doz., Ea., Etc.	
18 only	200	Basket-ball Shirts #12 Kelly Green		70	12 60
90 only	2 in	White Felt letters sewed on Green above numerals on front of Jerseys spelling FROSH		06	5 40
29 only	3 inch	White Felt numerals sewed on front of Jerseys (below word Frosh) 3 to 20 inclusive		07	2.03
29 only	5 inch	White Felt numerals sewed on back of Jerseys 3 to 20		11	3 19
18 Pr	TBP	Basket-ball Pants (Same color GREEN as Jerseys)		120	21 60
18 Pr		above Pants to have 2 color 7/8 inch Silk Braid down sides 15¢ and around bottoms of legs 20¢. White outside Stripe - Green inside ¢		35	6 30