

October 6, 1941.

Mr. Gwinn Henry,
Director of Athletics,
University of Kansas.

Dear Gwinn:

Dr. Kirkpatrick and Bal Jeffrey asked me on very short notice to come to Topeka for a conference with them on September 23 regarding an athletic situation they wished to discuss.

I came downstairs from a class at 10:30 and learned that they wanted me to take luncheon with them at noon. I barely had time to jump in my car and make the connections. Had I known this ahead of time I would have seen you and gotten permission, but as it was I barely had time to get out of Lawrence and get up there.

I paid for their luncheon and mine. The amount was \$1.88. I drove my own car and the mileage was 60 miles.

All of this is occasioned by the fact that Karl Klooz wrote me that it would be necessary in all expenditures of over \$1.00 with the exception of tips, to get receipts therefor. I acknowledged his letter telling him that I would be very happy to conform with the regulations but that I had previously made one trip to Topeka for which it would be impossible to get receipts because I had already spent the money.

I am sending you a copy of the letter that Mr. Klooz wrote me and this will be an explanation of why I have written you on this item of expense which came under unusual circumstances. I will thank you if you see fit to recommend this item of \$4.88 for payment.

Thank you very much.

Sincerely yours,

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

FCA:AH