January 29, 1940

Mrs. J. L. Balliet
Hortense, Georgia

Dear Mrs. Balliet:

Thank you for your letter of January 26. I am sorry to tell you that I can find no record of your having been a student here during the summer of 1924. Perhaps you withdrew before the end of the session, receiving no credit, or perhaps you were here another summer. Please let me hear from you, giving something more definite about the time you were here (subjects studied, professors, room-mate* etc.), that I may be able to locate your record.

Sincerely yours,

Mrs. Caroline P. Thomas,
Registrar.

C

*Not necessarily your room-mate, but the names of some other students with whom you had classes. In locating their records, I may be able to discover something about yours.

Hortense, La.
Jan. 26. 1940.

Registrar
L. S. W. C.
Valdosta, La.

Dear Sir:
Please send me transcript of my Credits for summer 1924. I was Frances Andrews, at that time. Thank you.

yours truly
Mrs. J. L. Balliet

12 January 1939

Mr. J. C. Babcock
D. Appleton-Century Company
35 West 32nd Street
New York City

Dear Babcock:

Your good man Friday, alias Monroe, who, by the way, is one of the best, -- stopped by to see me the other day.

Among other things, we discussed our "Travelling Library". For several years, we have been sending out small library units to a number of schools in communities reasonably near us. These units comprise seventy-five to a hundred books, and a number of continued stories, clipped from magazines, and put together by our N.Y.A. girls. The Travelling Library is one of a number of our N.Y.A. "projects",-- but at the moment the Library is not travelling. The reason for this is that what books we have had have been read and re-read until they are more or less in tatters. Further, we are about out of funds for purchase of new books. Monroe suggested that you might be able to help us by giving me the names of some people in New York who have lots and lots of books on their shelves which they would like to dispose of at cost, -- or less! I think we do not want any textbooks. Just ordinary fiction, biography, etc., -- and it won't matter if some of the books "have some age on them".

Why not locate for me not only the books but also some economic royalist who would like to cut down on his income tax by making it possible for a lot of us swamp rabbits (Okefenokee) to have some nice books to read, even if we don't wear shoes!

By the way, when and how are our paths going to cross again?

With kind personal regards and all good wishes, I am,

Sincerely,

FRR:L

President

February 17, 1942

Mrs. John Bailey
4124 Roosevelt Avenue
Dearborn, Michigan.

Dear Neila:

Your card to Willie came here to the college in my care, and I was able to get your address from it. We are so sorry to hear that John is still in bad shape. We hope that he is much better by now. Please give him our very best regards.

I wonder if you would like to have some South Georgia pecans? If so, just drop me a line, and I will be glad to send you some. I don't suppose you have any black walnuts up that way that you could send to me in exchange!

Dad is already worrying about camp for next summer. The whole world is in such a mess that camp seems to be a mighty little thing after all.

With best wishes from us all, I am

Sincerely yours,

April 3, 1942

Mrs. John Bailey,
4124 Roosevelt Avenue,
Dearborn, Michigan

Dear Neila:

Thank you so much for your card of March 27. While we are all distressed to hear of John's death, still he has suffered a great deal in recent years, and now this is all over.

We will miss him a lot at camp, and we hope that when your health improves, you will be able to come back home for at least part of each year. You must try to get some rest yourself and regain your health.

Jean and Willie both join me in deepest sympathy to all of you.

Sincerely yours,

P.S. I haven't forgotten about the pecans!

December 15, 1941

Miss Margaret Baker
188 Cloverhurst Avenue
Athens, Georgia

Dear Margaret:

Our assistant librarian, Miss Laura Reed, has a tentative offer for a position which may be open on February 1. If this offer should materialize, and if Miss Reed wishes to accept it, I am wondering if you would like to make application for her position here?

I suspect that you will come home for the Christmas holidays, and I may know something more definite by that time. Please talk with Mr. Parker and find out if it would be possible for him to release you in February provided we offer you a job and you want to take it! Just sort of feel him out.

With best wishes, I am

Sincerely yours,

FRH/ar

REGIONAL COMMITTEE

OF THE

CZECH-AMERICAN NATIONAL ALLIANCE

NEW YORK, N. Y.

January 26, 1945

President:
FRANK BALEK
24-37 32nd STREET
LONG ISLAND CITY 2, N. Y.

201

Dear Sir:

At sixty, an active man usually retires to spend the last years of his life in privacy. Edvard Beneš reached that age, but he is starting, nonetheless, a new chapter in life -- to build his country anew and to help build a new European and world cooperation, a structure of security and peace.

We, American citizens of Czechoslovak descent, are proud of this man. Therefore, to honor his work, we have published this small volume containing his ideas on the main problems of recent history and of our common future.

We are sending you with our compliments a copy of this private edition and would appreciate having your impression after you had read this condensed synopsis.

Sincerely yours,

Frank Balek

Frank Balek

Under separate cover:
EDVARD BENEŠ
IN HIS OWN WORDS

P.S. The publication was delayed due to the war conditions; but we hope that the book did not lose its timeliness and usefulness to its readers.

Mr. Frank Robertson Reade, President.
Georgia State Women's College
Valdosta, Ga.

February 8, 1945

Mr. Frank Balek
24-37 32nd Street
Long Island City 2, New York

Dear Mr. Balek:

Thank you so much for sending me Dr. Edvard Benes' In His Own Words. The book has already reached me, and I am looking forward to reading it.

With all good wishes, I am,

Sincerely yours,

FRR/w

June 13, 1941

Miss Katherine Ball
Huntsville, Texas

Dear Miss Ball:

I am sorry to learn from your telegram of this morning that it will be impossible for you to meet me in Atlanta on next Monday. I shall be stopping off there on my way up to Abingdon, Virginia, which is even further from Texas than either Valdosta or Atlanta. However, you may be planning a trip north sometime later this summer, in which event you may be able to take the New Orleans to New York Ltd. (Southern Train No. 42) which passes through Abingdon; or else, it may be that we can meet in Atlanta or somewhere else, all of this, of course, if you are still interested in the position after June 27. I shall be glad to hold the position open until that time, and shall appreciate it if you will let me hear from you not later than July 1.

Under another cover, I am sending you a copy of our 1940 - 41 catalogue and also a book of views which will give you some idea of what we look like. On page 48 you will find a brief write-up of the courses we offer in Home Economics. As you will see, we offer very little beyond the second year, and I think it unlikely that we shall ever have a major department in Home Economics. We make no effort to turn outprofessionally trained people, but rather are interested in having our girls (a great many of whom get married soon after leaving college) know something about clothing and foods and home furnishings and home management.

There are a good many other things I would like to write you about the work here, but I see no need in doing this until you know whether or not you may be interested in coming here.

I wrote to Miss Harris that I was looking first for a lady and second for a good teacher, and that I would like to have both if possible in one and the same person! Miss Harris immediately wrote me that you were exactly the person I was looking for!

Naturally, therefore I am interested in seeing you and talking over the entire situation.

With all good wishes, I am,

Sincerely yours,

FRR/ek

THE GEORGIA STATE WOMANS COLLEGE
VALDOSTA, GEORGIA

OFFICE OF THE PRESIDENT

November 11, 1941

Dr. LeRoy E. Bowen
1414 Main Street
Lynchburg, Virginia

Dear Dr. Bowen:

I have received your bill of $5.00 for examining horse.

I understood from Mrs. Mosley that the bill would be $2.50, and I am wondering if there has been a mistake made in the bill.

Sincerely yours,

Edith Lowry

Edith Lowry

Dear Miss Lowry:

I am very sorry this mistake was made in posting our books. Thanking you very much for telling me about it.

Very sincerely,

L. E. Bowen

L. E. Bowen

October 16, 1944

Miss Emily B. Bottimore
1400 Fairmont Street, N. W.
Washington, 9, D. C.

Dear Miss Bottimore:

I am enclosing some papers which you were kind enough to send me last summer, with apologies for having kept them so long.

Sincerely yours,

FRR/w

13 March 1946

Mr. Arch Booth
Assistant General Manager
United States Chamber of Commerce
Washington, D. C.

Dear Mr. Booth:

In the hope that you may be able to arrange to have our Serenaders on your Atlantic City program, I have taken the liberty of writing to the Chambers of Commerce in the various home towns from which our Serenaders come to ask for a contribution to help defray the expenses of the proposed trip.

You will be glad to know that I have had quite an enthusiastic response, and that expense money for the trip is apparently assured. So many of our South Georgia girls have such little opportunity for travel that I am most anxious for the Serenaders to have the Atlantic City trip if it can possibly be arranged. In addition, I want them to stop off in Washington and see the sights. I am writing to my friend, Ed Stettinius, to see if he can arrange to have the girls sing at the Shoreham, and I have suggested that they learn the Misouri Waltz in case we can get an invitation to the White House, which I think can be wangled.

I shall personally appreciate it a great deal if you can find a spot on your program for our Serenaders, even though it be only a small one.

With all good wishes, I am

Sincerely yours,

FRR/w

May 6, 1941

Mrs. Thomas H. Bowles
3908 North Charles Street
Baltimore, Maryland

Dear Cousin Loulie:

Jean and I have been doing a lot of traveling lately, and it seems that she has had to spend all the rest of her time at digging weeds! Flowers grow in abundance here, --- but the weeds seem to grow even more abundantly.

We are going over to Savannah on next Sunday to be there for several days, and Jean will write you about our trip when we get back. Meantime she joins me in love to you and Cousin Elizabeth. Many thanks to both of you for your Easter remembrances.

I know you will enjoy passing the enclosed photograph along to Johnson. He will be amazed to see the First Lady looking very comfortable indeed in the old Chrysler whose continued existence he was so fearful about three or four years ago!

Affectionately,

FRR/ar

23 January 1941

Mrs. Thomas H. Bowles
5 Whitfield Road
Baltimore, Maryland

Dear Cousin Loulie:

The enclosed envelopes addressed to you and Cousin Elizabeth offer mute testimony to the fact that I intended to write to both of you long, long ago.

I started a letter to you last Sunday night, in pencil, but have never been able to finish it; so, I am taking the liberty of dictating this note just to be sure that you will hear from me soon.

Jean and I had a lovely visit to Savannah at Christmas time. We saw all the family, and had several meals with Lina and Cousin Mayhew. Aunt Nora was really quite wonderful. We saw her just after she had been <u>out</u> to Christmas dinner!

Your Christmas presents were much appreciated. For my part of Cousin Loulie's "little piece of paper" I expect to have the Old Chrysler renovated, take a picture of it, and send it (the picture, not the Chrysler!) to Johnson!

Just after Christmas, my father and Miss Nan were here for a brief visit. He talked over the radio in connection with the work of the Valdosta Committee of the British War Relief Society of which I am chairman. We are hoping to raise $2,000 for a Mobile Feeding Unit for Britain. We sent out several hundred letters to Valdostans who ought to be able and anxious to help us. Have had several rather pitiful letters from Dad. His sister and her daughter have both been ill, one of his cousins in London has died, and an East-London home to which he has been contributing for several years has recently had two of their four building demolished, with children and old, sick people killed. It is certainly a ghastly business, particularly when we remember that no other animal save man hunts its own kind in packs.

Jean and I are both well. I hope that you have entirely recovered from your recent illness. Please give our love to Cousin Elizabeth, and remember us to Johnson, John, and the others.

With dearest love from us both, I am

Affectionately yours,

FRR/ar

12 June 1946

Mr. W. L. Bowen, Principal
Nahunta High School
Nahunta, Georgia

Dear Mr. Bowen:

If our Director of Placement can locate anyone for you, she will be glad to do so. Most of our graduates, however, have known what they were going to do for a good many months. Our Director of Placement, Miss Carolyn Williams, is on a brief vacation in Florida, but will let you hear something from her on her return.

With all good wishes, I am

Sincerely yours,

FRR/w

THE BOTANICAL SOCIETY OF AMERICA
Botanical Teaching Section

Committee on the Role of Botany in American Colleges and Universities
17 Lexington Avenue
New York 10, New York

May 7, 1951

President Frank Robertson Reade
Georgia State Woman's College
Valdosta, Georgia

Dear President Reade:

One of the consequences of the current crisis in our history is that the relationship of higher education to the country's welfare is being subjected to intensive scrutiny and re-examination. In the college curriculum, the plant sciences are uniquely constituted to make especially significant contributions to the national economy, civilian defense, biological warfare, and professional and general education.

In order to formulate policies and programs that will be of greatest service to the nation and to higher education, the Botanical Society of America has authorized a survey of the present position of plant science in American colleges. The Committee requests your assistance in providing the information that will make this position clear. We realize that the items called for are numerous and detailed, but only such detailed descriptions can be of any real value to the institutions themselves. Therefore, we sincerely urge that you do not set the enclosed forms aside but have them filled in and returned as readily as possible. Please feel free to extend your replies by using the reverse side of the sheets.

Speaking for the committee and for the Botanical Society of America, may I thank you for your cooperation in this investigation.

Yours very truly,

Morris Winokur

sent 5/15/51

MW:ar

28 November 1938

Mr. Francis Bosworth
National Service Bureau
1697 Broadway
New York City

Dear Mr. Bosworth:

In accordance with your request of November 15, a copy of our current catalogue has been sent you.

The Sock and Buskin Club, the members of which are chosen by try-outs, produces each year a three-act play. Also, the members of each year's senior class produce either three one-act plays or a three-act play.

I hope that this, together with the catalogue, gives you the information you desire.

Sincerely yours,

Elizabeth Larisey
Secretary to the President

L

BOSTON UNIVERSITY
Office of the Dean of Women
146 Commonwealth Avenue
Boston, Massachusetts

Dean 12/9/38

November
Twenty-sixth
1938

Frank R. Reade, President
Georgia State Woman's College
Valdosta, Georgia

My dear Doctor Reade:

The National Association of Deans of Women, of which your Dean is a member, is making a study of the duties and functions of Deans in colleges and universities throughout the country. The Association feels that such a study will prove to be an invaluable aid to those young women, who, because of their interest and natural ability, are planning to enter the field of administrative and personnel work.

We should be grateful for your cooperation in this study; and hope that you will be willing to answer the questions on the enclosed blank.

Inasmuch as our report is due on January first, your answer before December fifth will enable us to fulfill our obligations in this respect.

Yours truly,

Lucy J. Franklin

Lucy Jenkins Franklin, Dean

Marion A. Maxim
In charge of compilation

April 25, 1941

Mrs. W. T. Booker
Grundy, Virginia

Dear Maw:

Jean and I have been in Atlanta since last Friday, getting back only last night to find your nice letter. It was fine to have you, if even for so short a time. You and W. T. must come back again and really pay us a visit.

When we got back from Atlanta, we found the most gorgeous roses, sweet peas, and other flowers in full bloom, --- and all the shrubs and vines looked as if they had simply burst open over night. Wish we could send you some flowers, but I'm afraid they wouldn't last for so long a journey.

I am enclosing your Georgia driver's license, which has just reached me. Also, all that is left of the note that you signed for me many years ago!

I am wondering if you get LIFE regularly? If not, I'll be glad to gather up back issues since January, send them to you now, then send each week's issue after we have looked through it.

Jean joins me in love to you both.

Affectionately,

FRB/ar

8 April 1941

Mrs. W. T. Booker
C/o Mr. Lawrence Clark
St. Simon's Island
Georgia

Dear Maw:

I should have written you sooner, but have been trying to find out something about the proposed trip to Atlanta. It looks now as if I may have to go to Augusta instead, but I still don't know when.

You told me on the phone that you and W. T. probably would be at St. Simon's for "a week or ten days". I hope it will be longer than that so that no trip of mine will mean that we won't see each other.

Much as Jean and I would love to see you and W. T. at St. Simon's, we naturally much prefer to have you come here, so that you can see the college and our country home!

The really sensible thing for you to do is to leave W. T. (so he can really get some rest!) and come on over here for several days of relaxation. You have been under a long strain, and with us you would not have to do anything you didn't want to do, --- just sit around in the sunshine, help weed the flowers, eat, drink, and sleep. Then, later on, when W. T. and you go back to Virginia you can let your first day's drive end at Valdosta, and at least spend a night together here on your way back.

There is a bus from Brunswick at 7:15 A. M. which gets here at 12:30 P. M., --- and another leaving Brunswick at 3:15 P. M. and getting here at 8:30 P. M. The return schedule is almost the same, getting you back to Brunswick at noon or at 8:30 in the evening. Round trip bus fare in very little, and Jean and I will get that for you as an Easter present! I really think you ought to do this, and if you will ask W. T. about it, I believe he will agree, much as he may miss you.

If you are going to be at St. Simon's for another ten days, it might be better for you to come here next week. However, I may not go either to Augusta or Atlanta, and you could come on over this week. I will call you on the telephone sometime tomorrow, after you have had a chance to talk with W. T. I certainly hope he is getting better day by day.

With love to you both from us both,

Affectionately,

FRR/ar

May 15, 1942

Captain Randolph F. Blackford,
Keystone,
South Jacksonville,
Florida.

Dear General:

Thank you so much for your letter of May 13. Whang has already written me about Ambler, and Jean and I were terribly distressed as we had no idea that he was so desperately ill. We are glad, however, that the nature of his illness did not allow him to linger on for a long period of suffering.

I am sending this note to Keystone, as you may be there over the weekend. If not, it will be forwarded to you in Atlanta.

My deepest sympathies to all of you.

Sincerely,

FRR/ar

May 14, 1942

Dr. L. Minor Blackford
104 Ponce de Leon Avenue, N. E.
Atlanta, Georgia

Dear Whang:

Jean and I were distressed to hear of Ambler's death, and Jean was really quite upset over never having written to thank him for the lovely calla lillies. She has been taking first aid and also motor transport work at night; so really has not had much spare time. However, she had said two or three times that she wanted to write to Ambler while he was still with you in Atlanta.

I cannot understand how Ambler could have spent two weeks in a hospital under the care of competent physicians without their having discovered the trouble. Perhaps the answer is that they were not competent.

What with all this rationing going on, I don't know when I'll get back to Atlanta. However, if I get up before you go off to the wars, I'll give you a ring.

Sincerely,

FRR/ar

BIRMINGHAM-SOUTHERN COLLEGE

OFFICE OF THE PRESIDENT

BIRMINGHAM, ALABAMA

June 17, 1940

President Frank R. Reade
Georgia State Woman's College
Valdosta, Georgia

Dear Frank:

Adelaide and I enjoyed to the fullest our visit with you at Valdosta. I was deeply impressed with the quality of the work that you are doing there. I read with a great deal of interest your report to the Chancellor and Board of Regents and got some good ideas for which I make due acknowledgement. I am returning the copy for your files.

On our return home we passed through Atlanta and spent a delightful evening with your new Vice-Chancellor Dixon. I am confident that Dixon is an excellent selection for this post and I have the highest regard for his personal integrity and his sound educational ideas.

I am enclosing my expense account as you requested.

Again let me thank you and Mrs. Reade for a most delightful visit.

Cordially yours,

Paty

Raymond R. Paty

RRP:MC

I gave his expense account to Mr. Duesenburg.

A. R.

9 August 1938

President Raymond Ross Paty
Birmingham-Southern College
Birmingham
Alabama

Dear Paty:

Although this letter is a little late in being written, I do want to congratulate you on having been chosen to head Birmingham-Southern. Your many friends in Georgia know that you will do a good job and that you will have a fine success with your new undertaking.

With kind personal regards, I am,

Sincerely yours,

President

FRR:L

19 February 1940

President Raymond Paty
Birmingham-Southern College
Birmingham, Alabama

Dear Paty:

Once upon a time you told me that you would make our commencement address if I would only ask you to do so. The invitation is now before you!

Commencement falls this year on Friday morning, June 7. If the State does not go back on us entirely, we shall be happy to pay your traveling expenses, and to present you with what should perhaps be called a modest honorarium.

Hollis Edens was in the office this morning, and joins me in hoping that you can be with us in June.

With all good wishes, I am,

Sincerely yours,

FRR/ar

March 7, 1944

Mr. Julian Binford,
Fine Creek Mills,
Virginia.

Dear Julian:

I see that you were one of the Julius Rosenwald Fellows for 1943 for creative work in painting in the South. Congratulations!

How about dropping me a line and telling me something about your work?

What's the chance of your paying us a visit at G.S.W.C., bringing some of your paintings along? --- And what would it cost us?

Jean joins me in all good wishes,

Sincerely,

FRR/ar

14 April 1947

Mr. John W. Harris
National Beta Club
Spartanburg, South Carolina

Dear Mr. Harris:

Our advertisement, which appears on page eighteen of the April Beta Club Journal, still carries the statement "Civilian students only". I shall appreciate it if you will have these three words taken out of the advertisement, before you go to press again, if possible.

With all good wishes, I am

Sincerely yours,

FRR/w

Esbeck

Glazed Onion Skin

MADE IN U.S.A.

Health Education 300---Health Education for the Elementary Grades.
Five periods a week for one quarter. Fall. Five quarter hours.
Open to juniors and seniors, and to sophomores upon special permission.
Methods and materials in health education for the elementary school.

April 15, 1952

Better Health Council of Georgia
11 Pryor Street S. W.
Atlanta, Georgia

Gentlemen

The 1951-52 edition of our catalogue is exhausted, and the 1952-53 issue has not yet come from the printers. Perhaps the catalogue description of our course, Health Education 300, will serve your needs for the April 25 meeting. This course is the only one we offer in health education. The course description is enclosed.

Sincerely yours

Mrs. William M. Thomas
Registrar

CPT:gp

23 January 1940

Mrs. Eric Berg
232 Steilen Avenue
Ridgewood
New Jersey:

Dear Helena:

Jean and I got back on Sunday from Atlanta. Left here Wednesday afternoon, --- saw "Gone with the Wind", a lot of friends, attended some University System meetings, and heard Flagstad sing.

Have had to spend days and days at getting out a long report for the Board of Regents, and seem to have stayed in a rush ever since before Christmas. Think I have never even thanked you and Eric for my Christmas presents, but I am none the less grateful for the lovely cigarette case and for the pyjamas.

Evelyn writes that she returned the two riding coats to Bloomingdale's, and that Lord and Taylor picked up the other one. I am sending you a check, and I am leaving the amount blank, so that you can include both the price of the coat and whatever postage may have been charged to your accounts. Many thanks.

Hope little Eric is entirely well by now. Jean picked up a cold in Atlanta, is in bed today, but thinks she will be all right in a day or two.

Please let me know the amount

for which you make out the check so I can have a record of it.

Love to you all.

Affectionately

IN REPLY REFER TO
FILE No. 11:ST

FEDERAL SECURITY AGENCY

SOCIAL SECURITY BOARD

WASHINGTON, D. C.

OFFICE OF THE EXECUTIVE DIRECTOR

August 3, 1943

Dr. Frank Reade,
Camp Glenrochie,
Abingdon, Virginia

Dear Frank:

Thanks very much for your letter of July 25 and for the catalog that you sent me. From my review of the catalog, I think that you can say without loss of pride that the move toward the B.S. represents a sensible expansion. I see no reason why it should jeopardize a really well conceived liberal arts program.

Dr. Rosa Lee Walston is a real find. I am really sorry that she is not two persons so that we could have her and you could have her at the same time.

As for exchanging her with Hawks, I am fearful that that would not work out. Walston has accepted a field assignment, which means that she will be traveling probably 40 per cent of her time with headquarters at any one of the 12 major cities in the United States and with the prospect of having those headquarters shifted from time to time. There are other similar positions open. If you think Hawks would be interested, let me know.

We do not have available in the Washington service any openings of a professional nature at the moment. I think it would be in such a position that Hawks might really be interested and I should certainly be interested in considering her. If I do have an opening of this sort, I shall be glad to get in touch with you or her or both of you.

With kindest regards, I am,

Sincerely yours,

Beers

Fred S. Beers, Acting Chief,
State Technical Advisory Service

6 February 1940

Beckley-Cardy Company
1632 Indiana Avenue
Chicago
Illinois

Dear Sirs:

Thank you for your letter of February 2.

I suggest that you write to R. H. Driftmier, Office of the Supervising Engineer, The University of Georgia, Athens, Georgia, and ask him to include you when specifications are sent out.

Sincerely yours,

President

FRR:L

BECKLEY-CARDY COMPANY

1632 INDIANA AVENUE • CHICAGO

MANUFACTURERS FURNITURE FOR THE SCHOOL OF TODAY

Mr. Frank Reads, President
Georgia State Woman's College
Valdosta, Georgia

February 2, 1940

Re: Library
Valdosta, Ga.

Dear Sir:

As yet you have not replied to our letters of November 17th and January 10th, and we are of course disappointed not to know whether we may expect to be favored with specifications regarding Window Shades, Furniture and Equipment for your new library.

Any information you may give to us will be appreciated, and we trust that you will favor us with a short note at the bottom of this letter. A postage free envelope is enclosed for your convenience.

Yours very truly,

BECKLEY-CARDY COMPANY

W. R. Sprenger

WRSprenger/rh

7 June 1938

Dr. Herbert B. Barks
Headmaster, Baylor School
Chattanooga
Tennessee

Dear Dr. Barks:

Thank you for your letter of June 4 with regard to young Frank Campbell. I have just talked to his mother and will ask that she get in touch with you after the boy comes back from your camp.

With all good wishes, I am,

Sincerely yours,

President

FTR:L

October 22, 1942

Miss Doris Baumil
3850 Valencia Road
Jacksonville, Florida

Dear Miss Baumil:

I am glad to offer you a position here as accompanist for Miss Motter in our Music Department. About seven months remain in the present school year, including the Christmas vacation.

Your salary will be $525.00, divided into seven monthly installments of $75.00 each. In addition to this, the College will take care of your room and board in the dormitory.

Miss Motter has already outlined your duties, and she tells me that she feels sure you will be able to handle the job.

I enjoyed talking with you, and look forward to seeing more of you during the school year.

Sincerely,

FRR/ar

25 April 1940

Mr. Louis Bates
516

Dear Louis:

I have had the pleasure of seeing and talking with Miss Lottie Reed, and hope that we may somehow work things out so that she can complete her college work with us here at G.S.W.C.

I was "in town" about the time you wrote to me, but was tied up with affairs of the Southern Association, and had no time to visit my friends. I have no chip on my shoulder. Confidentially, from the way I have been feeling for the past month, I think it must be a forty foot log!

Sincerely,

President

FRR/ar

15 May 1947

Mr. Mason L. Bliss
Barter Theatre of Virginia
Abingdon, Virginia

Dear Mason:

I have talked at some length with Miss Carolyn Williams, and she is writing to you this afternoon. I do hope that we can again sponsor a tour of the Barter Theatre through Georgia.

As you know, Miss Williams did most of the work in connection with this year's tour, and I do not know of anyone more likely to succeed in getting sponsors in the various Georgia cities than Miss Williams. I am terribly rushed myself, as always at this time of year, but look forward to seeing all of you about the middle of June, or perhaps earlier if I decide to make a brief visit to Abingdon this month.

With best wishes to all of you, I am

Sincerely yours,

FRR/w

August 24, 1942

Dr. Benton B. Barringer
523 West 121st Street
New York City

Dear Dr. Barringer:

Dr. Reade has asked me to write and thank you for your letter of August 8 and for the information concerning your training and experience.

He is very sorry to have to tell you that the position has already been filled. Your application will be placed on file, however, for future reference in case another vacancy should occur.

Sincerely yours,

Secretary

March 12, 1941

President Stringfellow Barr
St. John's College
Annapolis, Maryland

Dear Winkie:

It used to be a long way from Lynchburg to Monroe, and it's a lot further from Annapolis to Valdosta, but it's a journey that can be made with patience.

How about making our Commencement address on Friday, June 6? We'll pay your travel expenses and give you a modest honorarium, --- but the main idea is to give you a little trip and give us a little inspiration!

Last time I saw you, you were running around in right much of a dither. Hope things have settled down for you by now, and that you have had time to read (and study) some of those famous 100 books.

By the way, I'd like to have a list of those books, if you have one lying about on your desk, --- and I'd rather have the books themselves! How about presenting us with a set for our new library? Just bring them down with you in June!

With best wishes, and hoping that or Commencement date doesn't conflict with yours, and that you will make every effort to be with us, I am

Sincerely yours,

FRR/ar

19 November 1940

Mrs. Dorothy M. Barnette
Army Service Club
Fort McPherson
Georgia

Dear Mrs. Barnette:

Miss Elizabeth Larisey, who is now with the National Youth Administration in Atlanta, writes me that she is interested in getting a position as a junior army hostess.

Miss Larisey graduated here in June, 1935, receiving an A.B. degree with a major in English. In her senior year, she was editor of The Pine Cone, student yearbook. For nearly three years before going with N.Y.A., Miss Larisey was my secretary,- and I am happy to recommend her to you without reservation. I shall appreciate it if you will give Miss Larisey's application your careful consideration.

With best wishes, I am,

Sincerely yours,

President

FRR:L

Atlanta, Ga. 4/14/52

Dear Sir:

The Health Education Committee of the Better Health Council of Georgia would like very much to have one of your bulletins listing the health education courses taught in your school. This committee will meet on April 25 and we are compiling this information for the meeting.

Your cooperation will be appreciated.

Sincerely yours,

BETTER HEALTH COUNCIL OF GEORGIA
11 Pryor Street S. W., Atlanta, Ga.

4 March 1940

Rev. Bev Boyd
1618 Hanover Avenue
Richmond, Virginia

Dear Bev:

What do you think of the idea of your coming down to Valdosta and preaching our baccalaureate sermon on Sunday, Lord's Day, June 2? If we can take a chance, why can't you? Whether we can pay salaries or not, we must have a baccalaureate sermon; so, with some degree of certainty, I can offer you your travel expenses, and what might be called a reasonable, though small, honorarium!

Three months notice ought to give you time to get your sermon together.

Why not pile all the Boyds and Cochrans into the sturdiest available vehicle, drive down early, and stay late?

The honour of a reply is requested.

Sincerely,

FRR/ar

14 May 1940

Rev. Beverly Boyd
1618 Hanover Avenue
Richmond, Virginia

Dear Bev:

Just a line to suggest that you get busy on your sermon! The date, which I hope you will remember, is Sunday, June 2. Jean and I are looking forward to having the Boyds with us, and we think it would be a merry idea for you to bring down at least a carload of our Richmond friends, --- Moffatts, Cochrans, Prestons, --- maybe you had better have two cars! By the way, are you a D. D.? We need this vital information for our publicity.

Some months ago, or whenever it was, I wrote your new nephew what I thought was a first rate letter, --- but so far have heard nothing from him.

Love to you all,

Sincerely,

FRR/ar

March 20, 1944

Miss Eleanor Boyd,
116 East 52nd Street,
Savannah, Georgia.

Dear Miss Boyd:

Mrs. Whitehead, of the University of Georgia Placement Office, tells me that you may be interested in being a music counsellor at Camp Glenrochie this summer. At the moment, I think that we have someone for that place, but am not sure.

Please write me something about yourself, and tell me also if you are interested in a position here next year as accompanist in our Voice Department. If so, I should like for you to come over to Valdosta for an interview.

Sincerely yours,

FRR/ar

October 1, 1942

Mrs. Albert M. Hill
State Department of Public Welfare
State Office Building
Atlanta, Georgia

Dear Mrs. Hill:

Miss Nell Bracey received her A. B. degree from this college in 1927, with a major in Education, a second major in English, a minor in Social Science and History, with an average grade of B.

Miss Bracey was employed as critic teacher in the training school here, but this training was discontinued in Luly, 1933, and Miss Brady had to take whatever position was available for her elsewhere.

Recommendation for her as a teacher should be requested of Dr. R. H. Powell, Department of English at the University of Georgia, as he was president of this college during the time that Miss Bracey was employed.

With best wishes, I am

Sincerely yours,

FRR/ar

17 April 1941

Miss Katherine A. Branch
Grovestown, Georgia

Dear Miss Branch:

There will be one vacancy here for next year in which you might be interested. We need someone to do part time teaching in our Chemistry Department, probably handling Freshman courses in the Physical Sciences, --- the first two courses in general Physics, --- and some Freshman Mathematics.

Your training seems to be rather in Chemistry and Biology, but you might be willing to do this other sort of teaching just to be with us! We really have a first rate small college here, and I feel sure that you would be happy in your work if you were to join our staff. There are, however, one or two other people whom we are rather seriously considering for the position.

I shall be in Atlanta, at the Ansley Hotel, Jackson 1100, on Saturday, Sunday, and Monday next. On Tuesday, I expect to be in Athens, Georgia, and can be reached through President Harmon Caldwell's office. You may plan to be either in Athens or Atlanta before returning to Danville or you may wish to talk with me on the telephone.

With best wishes, I am

Sincerely yours,

FRR/ar

Put on list — of telegrams

CLASS OF SERVICE DESIRED			
DOMESTIC		CABLE	
TELEGRAM	✓	ORDINARY	
DAY LETTER		URGENT RATE	
SERIAL		DEFERRED	
NIGHT LETTER		NIGHT LETTER	
SPECIAL SERVICE		SHIP RADIOGRAM	

Patrons should check class of service desired, otherwise the message will be transmitted as a telegram or ordinary cablegram.

WESTERN UNION

1207-B

R. B. WHITE
PRESIDENT

NEWCOMB CARLTON
CHAIRMAN OF THE BOARD

J. C. WILLEVER
FIRST VICE-PRESIDENT

CHECK
ACCOUNTING INFORMATION
TIME FILED

Send the following message, subject to the terms on back hereof, which are hereby agreed to

To Mrs C. C. Brannen

April 9 1940

Street and No. Moultrie - Ga

Place

Regret that annual Dramatic Club play scheduled for Friday evening unless it unfavorable for Miss Mother and our secretaries to be with you for meeting of Second District medical association.

J. R. R.

Sender's address for reference

Sender's telephone number

7 June 1938

Mrs. A. P. Brantley
Blackshear
Georgia

Dear Mrs. Brantley:

On passing through Blackshear last night, after having delivered a perfectly splendid address at the Armstrong Junior College in Savannah, I was reminded that I did not have a chance to see you when you came over for May Day, nor had I written to tell you how sorry I was that we had to leave a little early on account of Jean's sister and some friends having come over from Savannah for the week-end.

On Friday morning, June 10, at ten o'clock, we shall have our graduating exercises in the auditorium, with Dr. John Donald Wade, of the University of Georgia, as the principal speaker. We all hope that you can get over for that occasion.

Jean joins me in all good wishes, and in the hope that we may see you on Friday.

Sincerely yours,

President

PRR:L

25 April 1940

Mrs. A. P. Brantley
Blackshear, Georgia

Dear Mrs. Brantley:

I am so sorry to have missed you when you dropped in to see me, but a meeting of the Southern Association made it necessary for me to be in Atlanta.

So that we may see each other soon again, I suggest that you drive over on Saturday, May 4, for our May Day festivities. For the first time, we are having the Festival in our Open Air Amphitheatre.

Be sure to come over and spend the day.

Sincerely,

President

FRR/ar

February 28, 1941

Mrs. A. P. Brantley
Blackshear, Georgia

Dear Mrs. Brantley:

I always look forward to the Club Institute which is held here because it brings you over to see us; so, once again, Jean and I are looking forward to seeing you on next Tuesday.

The Daniel Ashley Hotel, I trust, will remember your second pillow. If not, just leave them and come out and stay with us. We'll give you a dozen pillows!

Sincerely,

PRB/ar

June 9, 1943

Mr. Howard Bridges, Principal,
Valdosta High School,
Valdosta, Georgia.

Dear Mr. Bridges:

A number of young people have come to us recently with the request that they be permitted to take college work here this summer on the grounds that they lack only two more units for graduation from high school. As you know, we are not permitted to accept students unless they have graduated from high school.

If these students are idle this summer, and must go back to high school until the end of your first semester, they will not be able to enter college until the spring quarter, 1944.

I am wondering if you can work out any sort of plan whereby these three or four students may be given special coaching during the summer, and examinations in September. If this could be done, they could enter college in September, thereby gaining two full quarters.

I do not suggest such procedure except for first rate students. Among the applicants, I happen to remember two, --- one is the son of Mr. Wayne Miller; and the other, Miss Bobbie Jones. I am told that both of these are excellent students, and that each lacks one unit in English and one in History.

As I plan to leave for Virginia to-day or tomorrow, I shall appreciate it if you will get in touch with Dr. J. A. Durrenberger, Director of our summer quarter.

With kind personal regards, I am

Sincerely yours,

FRR/ar

March 12, 1941

Mr. Samuel Moore Bronaugh
Comer Building
Birmingham, Alabama

Dear "Smiling Sam":

Ed Robinson who has been with the Southern Bell Telephone Company here for several years, has been transferred to Birmingham. He knows very few people there, and doubtless will be less lonesome if some of my old Virginia friends will do him and me a favor, look him up, give him a drink, or what have you.

It has been a long time since we used to lounge about in the deep leather of the Phi Kap Home for the Indolent on Madison Lane. How about dropping me a line and telling me something about you and yours?

Sincerely,

FRH/ar

April 14, 1942

Rev. Arthur Brooks
The Asheville School
Asheville, North Carolina

Dear Art:

So far as I know, Dad and Nan are planning to have camp as usual this summer. Dad writes that he is feeling much better, and is teaching without fatigue.

I am perfectly willing and able to look after the opening and closing of camp and, with you there again this summer, there really is very little that Dad needs to do if he would only turn the office work over to you. We could easily get some one to do the actual typing of necessary letters to parents, --- probably just for a free summer at camp. And, if we could persuade Miss Nan not to disturb herself about camp activities, we could also easily get a head counselor to look after these things. However, I am afraid that no such easy solution of camp problems will eventuate. However, I am going to write Dad and urge that something of the kind be done. Will let you know of the luck I have!

Love to Gert and Bobby, ---

Sincerely,

FRR/ar

May 12, 1942

Mr. M. Milton Brown
Secretary Y.M.C.A.
Plattsburgh, New York

Dear Mr. Brown:

You must forgive me for not having answered your letter of many weeks ago before this late date. However, I have laid it aside together with scores of others that did not actually have to be answered until I could catch up with two other files, one marked NOW and the other marked NOW AND I MEAN NOW.

I appreciate your writing to me, and am only too glad to have been able to help a little with your work here in Valdosta.

We are planning to run a full summer quarter here, beginning June 8; so I presume that there will be no "Y" program on the campus until after the war.

I hope that you are enjoying your new position, and that everything goes well with you.

With best wishes, I am

Sincerely yours,

FRR/ar

May 19, 1942

Superintendent L. H. Browning,
Hahira, Georgia.

Dear Mr. Browning:

Just a note to tell you that you may count on my being with you on next Monday evening at nine o'clock. I shall drive up to Hahira in my own car; so you need not be disturbed over the possibility of having to send for me.

With all good wishes, and looking forward to seeing you and being with you for your graduation exercises, I am

Sincerely yours,

FHR/ar

August 16, 1941

Mr. G. M. Hope
Superintendent
Bryan County High School
Pembroke, Georgia

Dear Mr. Hope:

Thank you for your card of August 14, asking for a sample of the placement tests given the freshmen each year. Dean Hawks, who has charge of the testing program in this institution, is on vacation and will not return until the latter part of next week. However, as those tests are the same as those given in all other units in the University System, I am sending your request on to the office of the University Examiner in Athens.

Sincerely yours

Mrs. Caroline P. Thomas
Registrar

C

September 18, 1941

Bureau of Recommendations
Bryn Mawr College
Bryn Mawr, Pennsylvania

Dear Sirs:

Dr. Reade has asked me to write and thank you for your services in helping him to locate a Sociology professor for this year. Miss Mary Longley has accepted the position, and I am returning her credentials to you herewith.

Sincerely yours,

Secretary to the President

28 February 1940

Superintendent G. E. Burgess
Hahira, Georgia

Dear Mr. Burgess:

I shall be glad to be with you on Friday, March 22. The topic which you have assigned me is a very difficult one, but I shall try to have something to say that might be of interest to your students.

I shall look forward to receiving the booklet containing an outline of the seven lessons together with definite date and hour of the several meetings.

With best wishes, I am,

Sincerely yours,

FRR/ar

10 February 1940

Camp Placement Bureau
The University of Georgia
Athens
Georgia

Dear Sir:

I am no good at all at filling out answers to questions such as those asked me about Miss Valeria Burroughs. However, I am glad to write you that Miss Burroughs was one of our counselors at Camp Glenrochie, for girls, near Abingdon, Virginia, last summer,- and that her work was entirely satisfactory.

Miss Burroughs was assistant to our swimming teacher, and took charge of all of the life saving. She was popular with the girls, seemed to know what she was doing, was interested in her work, and should make a splendid counselor at any camp. I am glad to recommend her without reservation.

Very truly yours,

President

FRR:L

THE UNIVERSITY OF GEORGIA
CAMP PLACEMENT BUREAU
ATHENS, GEORGIA

(Please fill out and return to us immediately)

The Personnel Office of the University of Georgia desires to keep a record of the character and success of its students and graduates in the field of camp work. Such a record will aid us greatly in the service we can render our students and the camps in which they work.

We, therefore, request a frank statement concerning our students and graduates. In turn, we shall be glad to place at your disposal complete and confidential information concerning any camp counselor registered with us. Your report on this counselor will be used as a reference to camp directors but will be kept strictly confidential in so far as the applicant is concerned. Should you have any reservations for this office only, please use back of sheet.

Please assist us in these two ways:

1. Write a brief general statement which we may use as a recommendation, if you can recommend the applicant.
2. Characterize the applicant as requested below. Please be sure to include any unfavorable information which you may have.

Report Concerning Valeria Burroughs

I. General Statement (include title of position, exact nature and duration of work in your employ):

II. Confidential Characterizations:
(Please use the terms: excellent, good, average, fair, poor)

Knowledge of subject

Ability to awaken interest in subject

Ability to discipline

Intellectual endowment

Work habits

Physical fitness for camp life

Personality

Social bearing

Cooperation with associates and employers

Did this counselor's work merit reappointment?
Other remarks:

Signature.....
Official Position .....
Date..... Address.....

13 January 1940

Mr. Paul Burt
Pacific Mutual Life Insurance Company
First National Bank Building
Atlanta, Georgia

Dear Paul:

Will you be good enough to tell me something about the enclosed clipping? How is it possible for me to get $10,000 worth of life insurance for $16.50 a month when my government insurance, now nearly twenty years old, and with its particularly cheap rate has cost me $19.10 a month for all these years!

I notice that these rates are only one half the "permanent rates" --- but even $32.80 at age 50 sounds sort of phoney to me.

May be in Atlanta toward the end of the month and hope to see you then.

Sincerely,

P.S. Please return the clipping.

FRR/ar

17 April 1941

Mr. Paul Burt
1317 First National Bank Building
Atlanta, Georgia

Dear Paul:

Expect to be in Atlanta this week end, and shall make a point of seeing you while I am there.

With all good wishes, I am

Sincerely,

FMR/ar

8 October 1946

Miss Gladys Butler
First Grade Teacher
Sidney Lanier School
Brunswick, Georgia

Dear Miss Butler:

Thank you for your letter of September 27, which Dr. Reade has turned over to me for answer.

Our practice school was discontinued many years ago -- in 1934, I believe. However, I shall be glad to send you a copy of our current catalogue or any other information about the school you might like to have.

With all good wishes, I am

Sincerely yours

Secretary to the President

W

UNIVERSITY SYSTEM OF GEORGIA
DIVISION OF FORUMS
162 LUCKIE STREET, N. W. ATLANTA 3, GEORGIA

OFFICE OF
EMILY WOODWARD
DIRECTOR

TELEPHONE
JA. 3269

January 16, 1945

Dr. Frank R. Reade, President
Georgia State Woman's College
Valdosta, Georgia

Dear Dr. Reade:

Miss Emily Woodward asks me to write you, she will be in the area of the Georgia Woman's College, next Friday 26th. If it is possible she will stop and have a short visit with you.

She sends you her best wishes,

Sincerely,
Elizabeth A. Byington
Elizabeth A. Byington
Secretary

/b

January 20, 1945

Miss Elizabeth A. Byington
162 Luckie Street
Atlanta 3, Georgia

Dear Miss Byington:

Thank you for your note telling me that Miss Emily Woodward will be down our way on next Friday, the twenty-sixth.

Our weekly assembly period is usually held at ten-thirty on Wednesday. However, if we can persuade Miss Emily to talk to our students at ten-thirty on Friday morning, we can easily shift the assembly period to that day.

We are always happy to have Miss Emily here, and we are especially anxious to have her talk to our students for thirty or forty minutes on next Friday. As I do not know whether or not she has already left Atlanta, I shall appreciate it a great deal if you will get in touch with her and advise me by Western Union collect if she can be with us on Friday morning. Please remember me to Dr. Sparks and others at the Evening College who may remember me.

With all good wishes, I am,

Sincerely yours,

FRR/w