

March 12, 1928

Mr. H. Q. Banta,
Oberlin, Kansas.

My dear Mr. Banta:

Pursuant to the request of the Executive Committee, you are hereby notified of a called meeting of the Board of Trustees of Ottawa University to be held in Arts Hall at 10:30, Tuesday, March 27, 1928.

This meeting is called to consider the budget for the fiscal year June 1, 1928 to May 31, 1929, election of faculty, and other business pertaining to the welfare of Ottawa University.

Yours truly,

President

ES.BC

Secretary

May 19, 1928

Mr. J. V. Mitchell,
Ottawa, Kansas.

My dear Mr. Mitchell:

You will find enclosed an invitation to attend the commencement exercises of Ottawa University and a copy of the general program.

You will observe that the regular annual meeting of the Board of Trustees is scheduled to meet at 10:30 a. m., Monday, May 28th. On account of the facts that we shall likely have a larger number of alumni back for this commencement than ever before and that the alumni are considering a very important matter for the college and also that some of our distinguished alumni will be here, as well as to consider important business of the institution, I trust you will not fail to be present.

You will be glad to know that Dr. Frank J. White, until recently president of Shanghai College, China, will deliver the commencement address.

Will you kindly inform me as to whether or not you plan to attend the meeting.

Cordially yours,

ES.BC

President

ERDMANN SMITH, PRESIDENT
W. P. BEHAN, DEAN OF COLLEGE OF ARTS AND SCIENCES
W. B. WILSON, DEAN OF SUMMER SESSION
L. R. HIGGINS, LIBRARIAN

A. E. LUNCEFORD, MANAGER OF PLACEMENT BOARD
E. R. ELBEL, DIRECTOR OF PHYSICAL EDUCATION
WALTER A. ROSE, TREASURER
BEULAH CUDWORTH, SECRETARY

OTTAWA UNIVERSITY
OTTAWA, KANSAS

May 28, 1928

President Erdman Smith,
Ottawa University.

Dear Sir:

On May 16th, 1928 the faculty of Ottawa
University voted to recommend to the Board of Trustees
that the degree of L. L. D. be conferred upon W. C.
Coleman of Wichita, Kansas.

Yours very truly,

R. H. Ritchie
P.H.

This letter also sent to J. S. Henderson, Horton
Robert Stone, Topeka
C. O. Dimmock, Hiawatha
J. W. Eby, Howard
R. M. Rudd, Wichita
R. W. Ramsay, Atchison
G. W. Cassidy, Long Beach
W. P. Lambertson, Fairview
L. E. Lawson, McPherson
P. L. Swenson, Clay Center
April 2, 1928

H. Q. Banta, Oberlin
W. C. Coleman, Wichita
Dr. Bruce Kinney, Denver
A. E. Willis
Fred Martin, Ottawa
Harold Lamb, Ottawa

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17
36

Mr. R.M. Heath,
Liberal, Kansas.

My dear Mr. Heath:

The consensus of opinion of the Board members was that we had an especially delightful meeting of the Board of Trustees last Tuesday.

Since you were absent we are sending you a set of reports and analyses which were presented to the Board. You will observe that the budget adopted for the year June 1, 1928 to May 31, 1929 provides \$118,880.00 for operating expenses. You will find enclosed, and I call your especial attention to it, the treasurer's report for the current fund, endowment fund, plant and equipment fund and a separate report on the campaign fund.

If you have any questions to ask regarding any aspect of the work as reflected in these tables I shall be glad to answer such questions if I can.

I trust you will be able to attend the annual Board meeting which meets Monday, May 28th, at 10:30 o'clock.

Cordially yours,

ES.BC

President

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