

March 14, 1950

Mr J R E Lee, Jr, Business Manager
Florida A and M College
Tallahassee, Florida

Dear Mr Lee:

Allow me to express appreciation for the many courtesies which you and your family extended me on the occasion of my week-end visit.

According to my present plans, Mrs Gore and I will be in Tallahassee Tuesday and Wednesday, March 21-22, to make plans concerning moving and housing.

I would appreciate it if you could arrange with the local post office to have 500 stamped envelopes made for me as secretary-treasurer of Alpha Kappa Mu Honor Society. I am inclosing a copy of one now being used through the Nashville post office and desire A and I State College changed to Florida A and M College and Nashville, Tennessee changed to Tallahassee, Florida. A check for \$17.12 is inclosed to cover cost of this item.

Yours very truly,

George W Gore, Jr

GWGJ:jcf

7

May 3, 1950

Mr. J R E Lee
Florida A and M College

Dear Mr. Lee:

Kindly let me have your reaction to the
attached recommendations made by Mr. S. Randolph
Edmonds, for the Department of Drama and Fine
Arts for 1950-51.

Yours very truly,

George W. Gore, Jr.
President

GWGjr:acbb

Enclosure

PHYSICAL NEEDS

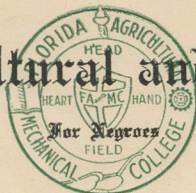
The department lacks even the minimum requirements of equipment for carrying on a successful project. At the beginning of the department, I was informed that \$10,000 would be allocated to equip Lee Hall Auditorium alone. To date only slightly over four thousand dollars have been spent. This went for the purchase of a front curtain, a cyclorama and a few lights.

The department has neither a Little Theatre nor a classroom with a stage which is necessary for classroom instruction in speech and drama. It has no workshop where the laboratory phases of the subject can be taught, built or demonstrated. In the art division of the department, a fine building has been made available but it needs painting and adequate lighting equipment needs to be installed. Show cases and other basic art equipment should be purchased. The Ceramics phase of the program is better equipped than the other two phases. The most important specific needs in the order of their importance are as follows:

1. A Little Theatre building or preferably a Communications Center where all the speech arts can be taught effectively. Lee Hall Auditorium stays entirely too crowded with programs of all types to be used for the rehearsal as well as the presentation of plays. The Little Theatre could serve as a classroom for large classes, and as a meeting place for small groups, and for programs that attract small audiences. It is absolutely necessary if the work is to grow. The old laundry is the ideal site for the construction of a Little Theatre. It is near the center of things. It would not make a problem for girls coming to practice at night. I am sure an adequate center could be constructed there for a round \$10,000.

2. A new control board for controlling the lights in Lee Hall Auditorium. A minimum cost would be around \$15,000. Additions and replacements for the present one which could serve a little longer, however, could be made for around \$5,000. Patching up this old one is not a good solution, however.
3. A trap door cut in the stage of Lee Auditorium with the installation of equipment for a workshop and classroom. This would cost around \$3,000.
4. A set of scenery for the stage of Lee Auditorium. This would cost around \$1,000.
5. Renovating and equipping the Old Carnegie Library for an Art Center. The cost would run around \$2,000.
6. Radio equipment has been submitted from the Radio Committee.

The Florida Agricultural and Mechanical College



Tallahassee, Florida

May 20, 1950

B. J. [unclear]

OFFICE OF THE BUSINESS MANAGER

Dr. George W. Gore, Jr.
Florida A. and M. College
Tallahassee, Florida

Dear Dr. Gore:

We are herewith requesting that you please refer to our monthly statement submitted as of April 30, covering the Auxiliary Accounts. For a period of approximately thirty-six months, the College Inn has accumulated a deficit of \$66,331.92 as shown on the statement referred to. The operation of this particular feature of the institution being on a purely non-profit basis, it is apparent that this indebtedness will not be liquidated under normal operations. With further reference to the statement mentioned above, there are shown balances in several funds which, in our opinion, would be legitimate in using a portion of these balances to liquidate this indebtedness. We are therefore making the following recommendations to transfer the amounts from the funds indicated.

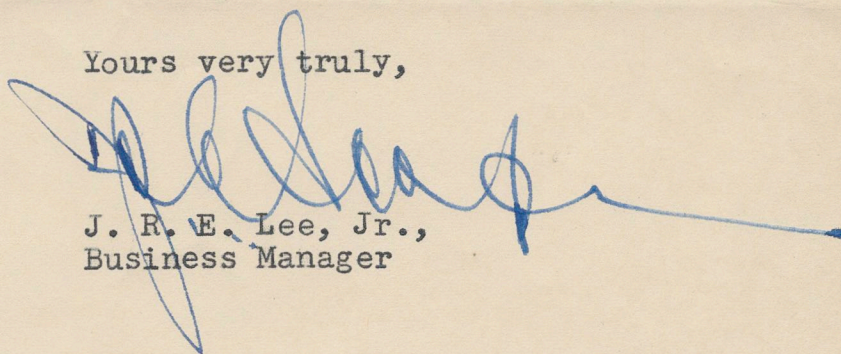
Dining Hall-----	\$35,000.00
Other Residence Halls---	2,000.00
Polkinghorne Village----	10,000.00
Library Building-----	6,190.48
Physical Ed. Building---	11,141.44
Movie-----	1,000.00
Bookstore-----	1,000.00
Total-----	<u>\$66,331.92</u>

The accumulated balances in each of these funds consist wholly of student and faculty fees. In our opinion, the great portion of the deficit occurred during the time that a part of our student body and faculty members were receiving their meals at the College Inn, contributing largely to this indebtedness.

Page Two
Dr. George W. Gore, Jr.
5-20-50

We shall appreciate your reaction to the above proposal and in the event that it meets with your approval, I am of the opinion that this adjustment can be handled through the Secretary of the Board of Control.

Yours very truly,

A handwritten signature in blue ink, appearing to read "J. R. E. Lee, Jr.", with a long horizontal flourish extending to the right.

J. R. E. Lee, Jr.,
Business Manager

JRELJr:t

June 8, 1950

Mr. J R E Lee
Florida A and M College

Dear Mr. Lee:

I talked with Mr. Powers concerning your recommendations
care for the \$66,000.00 deficit. He was in favor of
all the recommendations except the items for library
building and physical education building. You might
talk with him concerning this at your earliest conven-
ience.

Yours very truly,

George W. Gore, Jr.

GWGjr:acbb

June 16, 1950

Mr. J R E Lee, Jr.
Florida A and M College

Dear Mr. Lee:

This is to advise that beginning July 1, 1950, your monthly salary will be \$ 530.00 and your title will be business manager.

Beginning July 1, 1950, no position will carry perquisites. Room and board and all services secured by the employee from the school will be the employee's personal obligation and paid by him.

I sincerely trust that 1950-51 will be the greatest challenge of your career and that much real progress will be made by you doing this period.

Yours very truly,

George W. Gore, Jr.

GWGjr/gle

Mr. Lee

STATEMENT OF OUT-OF-STATE SCHOLARSHIP AID PAID FROM
BUDGETED EXPENSE IN ADDITION TO \$10,000.00 BUDGETED
FOR THE FISCAL YEAR JULY 1, 1949 to JUNE 30, 1950

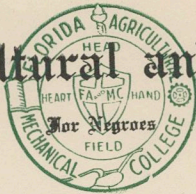
Borrowed from:

Maintenance Department--Items 774 & 780-----	\$19,936.28
Religious Education-----Item 704-----	1,000.00
Graduate Division-----Items 715 & 717-----	<u>1,000.00</u>
Total Borrowed-----	\$21,936.28
On hand to be vouchered for Out-of-State Aid for first semester 1949-1950-----	15,519.32
Estimated amount needed for the second semester-----	<u>17,000.00</u>
Total Amount Needed-----	<u><u>\$54,455.60</u></u>

* We are requesting that this additional scholarship aid totaling \$54,455.60 be transferred from surplus salaries to expense in order to reimburse our general operating expense fund and to pay the items outstanding for scholarship aid and the estimated amount needed for the second semester.

3d Report

The Florida Agricultural and Mechanical College



GEORGE W. GORE JR., PRESIDENT

Tallahassee, Florida

OFFICE OF THE BUSINESS MANAGER

August 20, 1950

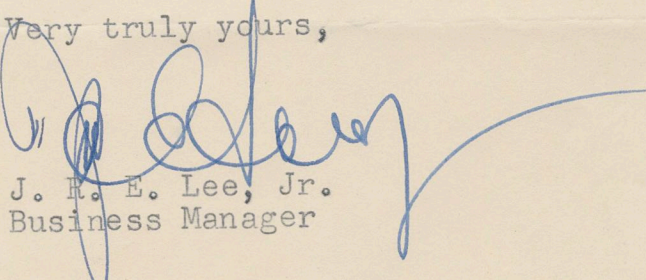
Dr. George W. Gore, Jr.
Florida A. and M. College

Dear Dr. Gore:

I have just been informed by the Dietitian, Mrs. Daniels, that sometime during the night of August 19, the Dining Hall was entered and approximately \$125.00 in meats was stolen. This merchandise was stolen from the ice box located on the ground floor of the Dining Hall, the lock to the refrigeration being forced open.

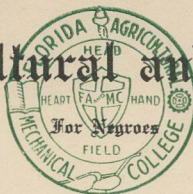
It is our opinion that the entrance to the Dining Hall through the vault was used and it would have to be someone who was thoroughly familiar with the entrance, as there is a 2,300 volt line exposed in the vault, which makes it exceedingly dangerous. The police have been notified and we are making every effort to assist them in finding the person or persons involved.

Very truly yours,


J. R. E. Lee, Jr.
Business Manager

JRELjr/gs

The Florida Agricultural and Mechanical College



GEORGE W. GORE JR., PRESIDENT

Tallahassee, Florida

OFFICE OF THE BUSINESS MANAGER

September 20, 1950

Dr. George W. Gore, Jr., President
Florida A and M College

Dear Dr. Gore:

In compliance with your request the following statement of receipts and disbursements of the College Inn for the past six months is herewith submitted:

<u>1950</u>	<u>Cash Receipts</u>	<u>Non-Cash Transfers-In</u>	<u>Cash Disbursements</u>	<u>Non-Cash Transfers-Out</u>
March	\$7,191.64	-0-	\$6,094.41	\$ 306.44
April	3,485.12	-0-	4,224.68	247.72
May	4,136.84	-0-	3,210.50	-0-
June	3,813.02	\$ 8.40	4,443.52	565.52
July	3,401.62	-0-	2,304.37	-0-
August	<u>3,337.49</u>	<u>64,000.00</u>	<u>2,179.70</u>	<u>919.34</u>
	<u>\$25,365.73</u>	<u>\$64,008.40</u>	<u>\$22,457.18</u>	<u>\$2,039.02</u>

SUMMARY

Total Cash Receipts.....\$25,365.73
Total Non-Cash Transfers-In..... 64,008.40

Total Receipts \$89,373.13

Total Cash Disbursements.....\$22,457.18
Total Non-Cash Transfers-Out.... 2,039.02

Total Disbursements 24,496.20

Excess of Receipts over Disbursements..... \$64,876.93

Less Transfers-In to partially liquidate Deficit-64,000.00

Excess of Operating Receipts over Disbursements \$ 876.93

Respectfully yours,

J. R. E. Lee, Jr.
Business Manager

/h

November 14, 1950

Mr. J R E Lee
Florida A and M College

Dear Mr. Lee:

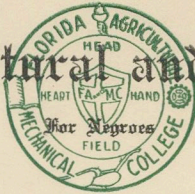
In connection with the Southern game, I desire to recommend that we provide transportation and entertainment for the following persons: Miss Fancee and her two attendants, a chaperon and Miss Althea Gibson.

Yours very truly,

George W. Gore, Jr.

GWGjr:acbb

The Florida Agricultural and Mechanical College



GEORGE W. GORE JR., PRESIDENT

Tallahassee, Florida

Tals

OFFICE OF THE BUSINESS MANAGER

November 24, 1950

Dr. George W. Gore, Jr, President
Florida A&M College
Tallahassee, Florida

Dear Dr. Gore:

Please find enclosed a list of donors who contributed to our band fund drive.

The following is a statement of the total income and total disbursements from the contributions made to this office:

Total Contributions \$ 1,368.90

Disbursements:

Cost of three buses	1,277.10
To Mr. Foster, Bandmaster	31.80
107 Band members- 52¢ each	55.64
Postage	4.36

Total Disbursements

\$ 1,368.90

Very truly yours,

J. R. E. Lee, Jr.

J. R. E. Lee, Jr.
Business Manager

/m

enc:

TOTAL COLLECTED. \$1,368.90

Disbursements

Cost of three Buses	\$1,277.10
Received by Mr. Foster	31.80
107 Band Members - 52¢ each	55.64
Postage	<u>4.36</u>

Total Disbursements

1,368.90

CONTRIBUTIONS

Quarterback Club of Tallahassee	\$58.55
H. C. Roland	50.00
Rose Printing Company	50.00
Tallahassee Bankers Association	50.00
Coca-Cola Bottling Company	50.00
Tallahassee Democrat	35.00
Tallahassee Grocery Company	25.00
State Office Supply, Inc.	25.00
Ro-Mac Lumber & Supply, Inc.	25.00
Gridley Music Company	25.00
Leon Builders Supply, Co.,	25.00
Daffin Mercantile Company	25.00
Alford Chevrolet Company	25.00
Eli Witt Tobacco & Candy Company	25.00
Orkin Exterminating Company	25.00
Deeb Builders, Inc.	25.00
University of Florida (Gator's Band)	21.90
Ralph E. Proctor Company	20.00
Clark Mattress & Furniture Company	20.00
Carter's Sporting Goods Store	20.00
Mr. Everton - Fla Greyhound Bus Co.	20.00
Leon Theatre	15.00
Tallahassee State Bank	15.00
Mendelson's	10.00
Nic's Toggery	10.00
Rainey Cawthon	10.00
Industrial Bank	10.00
Cox Furniture Company	10.00
Hillside Fountainette	10.00
Brinkley Brothers Realtors	10.00
Collins Furniture Company, Inc.	10.00
Jenkins Music Company	10.00
Moon Jewelry Company, Inc.	10.00
Capital City Bakeries, Inc.	10.00
Capital Shoe Fixery	10.00
Langston's Market	10.00
Mrs. Kate Stirrup Dean	10.00
Davis-Folsom Company	10.00
Southern Electric Company	10.00
Alex J. Coakley Agency	10.00
Dr. L. R. Hampton	5.00
Johnson Furniture Company	5.00
Steamboat Williams Pure Oil Station	5.00
Tallahassee Motors, Inc.	5.00
Elinor Doyle, Florist	5.00
Miller's Women Apparel	5.00
Lee Roy Stonon	5.00
Grant Furniture Company	5.00
Mr. W. H. Thomas	5.00
Mr. Samuel O. Cohen	5.00
Mr. Chas M McCurdy	5.00
Mr. Howell Wadsworth (College Terrace)	5.00
Dr. J. E. Matthews	5.00
Bills Service Station	5.00
Turner's, Inc.	5.00

Cherokee Hotel	5.00
State Treasury Office	3.94
Virginia James	2.00
Lillie M. Devine	2.00
Mr. and Mrs. S. T. E. Pinkney	2.00
Mr. Nicholas O. Rawls	1.50
Mr. Selby	1.00
Mr. J. A. Clark	2.00
Mr. Jacob R Johnson	1.00
Mrs. L. F. Fulton	1.00
Mr. Harold Clack	1.00
Mr. A. C. McKinney	1.00
Mr. F. S. Anderson	1.00
Miss Voss	1.00
Mr. J. Fieldings	1.00
Mr. Stucky	1.00
Mr. Garrett	1.00
Mr. W. F. Lamb	1.00
Br. W. M. Jimerson	.50

950.39

FACULTY

Dr. G. W. Gore, Jr.	10.00
Mr. J. R. E. Lee, Jr.	10.00
Mr. and Mrs. A. S. Gaither	5.00
Mr. J. J. Swilley	1.00
Mrs. M. E. L. Carnegie	1.00
Mr. A. W. Wright	.25
Mr. C. J. A. Padyfote	.25
Mr. A. V. Dawson	.50
Miss C. M. Ganes	1.00
Miss G. J. Wheeler	.50
Dr. W. S. Maize	1.00
Mr. E. M. Bashful	.50
Miss E. M. Ford	.25
Sgt. McKinley Hubbard	1.00
Sgt. Clarence Allen	1.00
Dean B. L. Perry	1.00
Mrs. L. F. Pride	1.00
Mrs. E. J. Wright	.25
Mr. and Mrs. M. R. Kyler	1.50
Mr. E. J. Smith	1.00
Mr. E. Jones	.50
Mrs. E. Cromer	1.00
Mr. G. W. Conoly	1.00
Mr. Ward	1.00
Mr. Everett	1.00
Miss Bessie Washington	1.00
Miss Irene Mandexter	.50
Miss Ruth James	.20
Miss G. F. Stephenson	1.00
Miss Julietta Randolph	1.50
Mr. Condell	2.00
Dr. L. A. Howell	5.00
Capt. L. Evans	1.00

Miss O. Ward	1.00
Dr. Yancey	1.00
Mr. and Mrs. S. R. Edmonds	2.00
Sgt. Fred Dailey, Jr.	1.00
Mr. Clarence Beverly	1.00

60.70

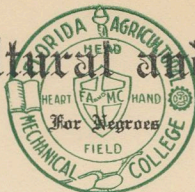
STUDENTS

Sophomore Unit B.	7.60
Dorothy M. Jones	.20
Constance Glenn	.25
Judy Crawford	.15
Marjorie Terrell	.15
Jean V. Henry	.10
Vivian H. Shelman	.10
Loureatha Williams	.25
Hattie Burch	.40
Willie M. White	.25
Mary Elizabeth Walker	.50
Helen L. Monroe	.50
Maye E. Anthony	.15
Frankie Saunders	.25
Willie Pearl Foster	.25
M. Jenkins	.50
Betty Wright	.50
Loversa Thomas	.25
Rosa Jones	.25
Ruth Anderson	.20
Maxine Wiggins	.25
Areatha Anderson	1.83
Frances Tomlinson	.20
James Wright	.25
Mary Howard	.15
G. W. Robbins	1.00
Lucille Wallace	.20
West Wilson	1.00
Fred Veasey	1.48
Lionel Moore	1.00
Cecil Murray (From Contributions)	49.39

69.55

Student Benefit Dance	191.40
Unknown Contributions made to Office	6.86
Florida A&M College Check	90.00

The Florida Agricultural and Mechanical College



GEORGE W. GORE JR., PRESIDENT

Tallahassee, Florida

Ben J. [unclear]

OFFICE OF THE BUSINESS MANAGER

December 13, 1950

Dr. G W Gore, Jr.
Florida A and M College

Dear Dr. Gore:

I am handing you herewith eight (8) copies of the financial report of the 18th Annual Orange Blossom Classic played in Miami December 2, between Wilberforce State College and Florida A. and M. College. I am also enclosing with each financial statement, the box office statement.

This is one of the most successful classics that the college has promoted during the period of existence of the college. The attendance was the largest attendance of any classic, although the receipts were not the largest. This was due to a scale down in admission prices for this seasons classic.

You will be interested to know that the total sales by the Alumni Association were \$5,643.50. As was agreed, they were to receive 10% of the net cost of each ticket sold by them. This amounted to \$399.64. The tickets sold by the University Ticket Agency totaled \$19,342.75. As agreed upon, they were to receive 3% of the gross. This amounted to \$580.28. Both of these items of expense are shown under expenditures amounting ~~\$24,559.12~~ **\$979.94**.

Analyzing the box office statement, I have two recommendations to be made for the next year's classic:

1. That the 50¢ children tickets be eliminated entirely.
2. That the \$1.75 reserve seat tickets be increased to \$2.00.

The housing arrangements which was made at the enactivated base through the University of Miami was

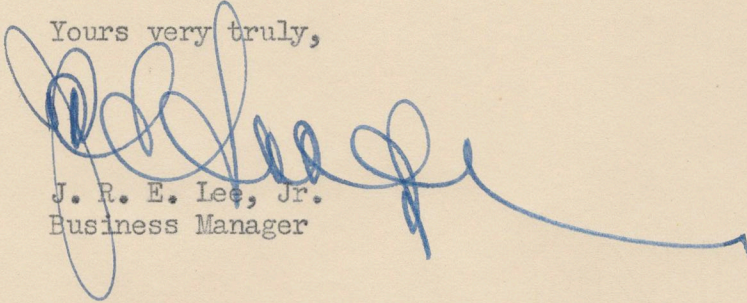
Page 2
Dr G W Gore
12-13-50

especially advantageous in housing our football team and band. We certainly hope that next year barring any unusual circumstances, we will be able to use this base again.

We certainly realize that without the assistance of Mr. Rinehart and Mr. Powers, this classic would not have been as successful as it was, as there were certain advantages which we were able to secure in both the promotion and other areas of operation without there assistance.

We shall be very glad to supply detailed information with regards to each or any expenditure, in the event this is desired.

Yours very truly,



J. R. E. Lee, Jr.
Business Manager

JRELjr/gs

Enclosures