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Nov. 22, 1803

Mrs. Dixson,

University.

Dear Madam: -

Prof. Butler tells me he has referred the matter of books for the Morgan Park center to you. I have no doubt the matter was promptly attended to, but in the light of some of my past experiences I venture to make a suggestion. If all of the books which were ordered for this center are not at hand by Friday afternoon, will you please send at that time those which are ready, and send those which come in later in a subsequent installment? Nothing is so demoralizing as not to have the books when the course begins, and it has often happened in the past that the books were not at hand for at least a week, sometimes four weeks, after beginning. I would ask therefore that such books as are at hand be sent on Friday. The books which I offered to furnish can be had at any time by sending a messenger to my office, Walker Museum. Some of these are among the books which are most needed at the very outset. I shall have to reserve the privilege of re-buying or buying back the

Yours very truly.

RA Julisbury

UNIVERSITY EXTENSION DIVISION

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THE UNIVERSITY OF CHICAGO

Founded by JOHN D. ROCKEFELLER

WILLIAM R. HARPER, President

CHICAGO Nov. 23, 1893.

Mrs. Zella Allen Dixson;

The Uni ersity of Chicago.

Dear Mrs. Dixson: -

I have just been over the matter of Salisbury's library for Rogers Park with Mr. Chase. I cannot quite make out whether he has all the books. Mr. Salisbury begins the course at Rogers Park next Saturday evening, and I know that he is extremely anxious that the books should be there, even a little before the course begins, and at all events, at that time. I remember that in his letter, which I believe I sent over to you, he said that some of the books could be obtained from himself; doubtless you noted that point.

I also sent over a list of books wanted by Dr. Kent at Belvidere. His course begins on the 29th, which is Wednesday next. I will say to you in confidence that the University Extension Division has a little money, and in any case where you know there is delay in a very important purchase, due to Mr. Chase's delicacy in taxing the University credit any further, I think perhaps the difficulty can be overcome by drawing on that fund. Of course, I do not wish to do that any further than is necessary because we need the money for other purposes, and these libraries are supposed to be provided for without such measure.

Sincerely yours, Nath'l Butler, Jr. UNIVERSITY EXTENSION DIVISION

Director
GEORGE HENDERSON
Secretaries of Departments
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THE UNIVERSITY OF CHICAGO

Founded by JOHN D. ROCKEFELLER

WILLIAM R. HARPER, President

CHICAGO Dec. 7, 1893.

Miss Perrine,

The University of Chicago.

Dear Miss Perrine: -

Mr. Chase informs me that on account of some legal proceedings in New York, some of Mr. Zeublin's books will be inaccessible. Will you have the kindness to look very carefully into the matter, as it effects his library for Riverside? The Riverside people have said to us that unless they can have the library in better and more satisfactory shape than last year, they would rather not have it at all. I think it very desirable that we should send a note to the Secretary of that Centre telling him specifically what books we can furnish, and what books we cannot, and if there are some books we cannot furnish, we ought to be able to tell him exactly what. Mr. Chase tells me that he expects today or tomorrow to receive such books as can be had. Will you bear this in mind, and either send word yourself to the Secretary, or give me the information which will enable me to do so.

Sincerely yours,

Nathil Butler, Jr.

J. W. S. I fow much have we been crediting to a library, Each time It is used at a Centre? \$1000 139. 4/13/1894_

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General Library

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THE UNIVERSITY OF CHICAGO

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CHICAGO

Travelling hilraries sent out since October.

ha Fayette, Ind american Literature monmouth English Literature Starr Geneseo Some first steps in human progress. amer. Political History Judson Galesburg Palatine Some first steps in human progress Starr Chicago Kindergarten Club Some first steps in human progress Irving Park Money Butler. Sterling Omerican Literature St. James american Siterature aullin Penia Entury of Social Reform Quellin Pelrin Social Reform in Fiction Stour Princeton Some first steps in human progress Salisbury Landscape Geology Morgan Park Eng. Parties & amer. Independence Laurence Hyde Park Union Park nemastate & crelis Acilon 3 tarre smot Laurence Roman, Barbarian & Christian Hunter Newberry Eibrary Small Eake View First Steps in Socialogy. Oakland Character Studies of 19th Century History Grose Springfield Eng. Tietion in Social Reform. Eng. Fiction in Social Reform. Quincy Zeublin Kenwood_ Social Reform in Fiction.

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Travelling Eilnaries.

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FRANCIS W. SHEPARDSON

THE UNIVERSITY OF CHICAGO.

FOUNDED BY JOHN D. ROCKEFELLEI

WILLIAM R. HARPER, PRESIDENT

CHICAGO Sept. 22, 1894.

Mrs. Zella Allen Dixson.

The University of Chicago.

Dear Mrs. Dixson: -

Professor Terry tells me that there was some mistake resulting in our getting such a large stock of Guizot and Kitchen last year in connection with one ofhis courses. We are, therefore, at liberty to sell these books. Do you think that a sale could be effected?

Sincerely yours.

Nathanie Butter

October 11. 1894.

Dear Mrs. Dixson: -

In conference with Dr. Goodspeed and Major Rust yesterday, I learned that by action of the appropriate Committee of the Trustees, we are authorized to expend at least \$300 for additions to our University Extension traveling libraries. Dr. Goodspeed told me that he would send you word this morning to that effect.

Cordially yours, Nathil Butler

The Unibersity of Chicago

FOUNDED BY JOHN D. ROCKEFELLER

CHICAGO November 26, 1894.

Mrs. Zella Allen Dixson,

Dear Mrs. Dixson: -

I have just been to the Press office and find that their books show a balance of \$66 to the credit of the library fund, irrespective of any appropriation. I do not see why we cannot purchase books against that without any authority from anyone. It amounts to the same thing as having that money appropriated for us as I understand it. If this is true, the funds now available to us are: (1) the \$100 appropriation just made; (2) the \$66 just referred to; (3) whatever remains of former appropriations. Is not this the right construction to put upon the situation?

Sincerely yours,

nathil Butler

The University of Chicago

CHICAGO Rue. 26, 1894,

Near Mrs. Kligar;

applied on "Library accept. 60-4 This amount is

for books sold & at Kenwood Centre, and out come from allegan Mich., as express charges on

tibrary seturned. Succeedy your nathanies Butter.

The University of Chicago

SOUNDED BY JOHN D. DOCKRESSIES

CHICAGO Jan. 16, 1895, Dear Mis. Digon: you will kindly send no the items of uppers charges which you have paid on the account of the Dried Centre, me mis incorporate them in the his which we are holding for this surpose. Liverely your Mathamist Butter.



DIRECTOR'S OFFICE

and But perhaps library matter should hicago, February 25, 1895

I do not know how it will be possi-

followed up.

Prof. Charles Zeublin

Dear Mr Zeublin:

will be operated more regularly -

ble to make up the exact bill against Galesburg until the lectures are over - It is agreed that I shall deliver the last two leatures upon Saturday, March 9 - I keep an exact account of expenses - In the present case I do not furnish the stereopticon, but I do make some expenditure for the hire of slides, perhaps \$10. or \$12. for the course - My travelling and hotel expenses are likely to be \$15. or \$20. - I wish you would inform me how the matter has been stated to President Finley, that is, how much for the lectures, and how much for travelling expenses -I was at the point of asking him, but concluded it was more business like to ask you -The course has been so irregular that I doubt if any examination can be held - One or two papers have been handed in, and I will

do what I can with them - At the Garfield Park Centre things

Yours very truly

hansferred with great prompting Toromptness THE LIBRARY

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THE UNIVERSITY OF CHICAGO

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WILLIAM R. HARPER, PRESIDENT

CHICAGO, Mar. 7, 1895.

Mr. g. E. Williams

Dear Sir:
The traveling library used in

connection with course of lectures by Prof. Brooks obliged to pay. As the Calendar states that Express charges are to be paid both ways by the centres

and oblige yours sincerely Bixon.
Bella allen Dixon.

Please find draft for amount hereinth Iniliam. Dear Miss Perrine: -

Will you be good enough to verify, if you can without too much trouble, this list from the University Press, so that I may know whether it is in accordance with the facts?

I shall feel greatly obliged to you if you will do me this favor.

Sincerely yours.

nathe Butler

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CKW. CHASE, DIRECTOR

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FOUNDED BY JOHN D. ROCKEFELLER

WILLIAM R. HARPER PRESIDENT

CHICAGO, March 11, 1895.

Professor N. Butler, Jr.,

The University.

Dear Sir: -

Inclosed please find a statement of the account of your department as it appears on the Ledgers of the University and University Press Division. This statement is made up to March 1st, and will be made the basis of future monthly statements. It is, therefore, very important that we get your approval of the statement now rendered, and we are instructed by the President to consider the same as approved by you unless claims to the contrary are made within ten (10) days.

Asking the favor of your early attention,

We remain

yours very respectfully,

UNIVERSITY OF CHICAGO

CON Chare DIRECTOR

UNIVERSITY PRESS DIVISION.

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April 2, 1895.

Dear Miss Perrine:

I find that the University Press are selling new copies of Lodge's Short History of the English Colonies in America for \$2.20. Vour price marked is \$2.50. I have just talked with Mr. Butler, and he agrees with me that it will be better

to put the University Extension copies down to \$2.00. in order that we may turn them into money, if possible. Please bear this in mind, and have the library employees informed, so that the

proper charge may be made on application of students.

Sincerely yours.

Francis N. Shepardson.

no 1834. Sold for 2.00 apr. 3, '95

The University of Chicago

POUNDED BY JOHN D. ROCKEFELLER

CHICAGO April 4,1895.

Prof. Edward W. Bemis,

University.

My dear Dr. Bemis:-

Regarding the proposal to place some of the books in your traveling libraries where the students of your department can use them, I would like to suggest that you give to Mrs. Dixson, the librarian, a written memorandum assuring her that you will be personally responsible for the volumes thus removed from the general library. You will see, I am sure, how important it is that some one sign himself as thus responsible.

Cordially yours,

North Byster.

THE UNIVERSITY OF CHICAGO

NOV 6 And

Eist of books sent to the center where Mr. Bomis lecturis V. of C. Journal of Political Economy. March & June.

U.S. Congress. Production & distrib of the principal agricultural products of the World.

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Hall, Will S. . . Silver

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Econ assoc. 2 cop.

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- 1 Ely's Socialism + Social Reform
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Chicago, III., p. 1892.

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The University of Chicago

FOUNDED BY JOHN D. ROCKEFELLER

CHICAGO rune 21, 1895.

Mr. Schlosser,

70 Divinity Dormitory.

pear Mr. Schlosser: -

T learn that the prices of the two
books which were not returned from the University Settlement
are respectively as follows: Labor One Hundred Years Ago, 15%:1635

Progress of the Working Classes in the Last Half Century, 30%.

Nathaniel Butler

5-47 9 Lexington to. Seft. 22-95 Law Mics Ovrine; On Ang. 29 you worto me that you still mised Elyx Labor Movement. Brentano's to Smith's Emigratim. Want you have some one look carefully through the shelves of the Sociological & perhaps Economic library & are if they are not thew. Junt altogether my ing dut believe my unstredente ever state, but, ofwere, I will do what you think is right, if you will send me the bill bearing in

mind that the books were somewhat weed & so of mide market value of new books. Very simuly E. W. Pennie