

THE AMERICAN INSTITUTE OF ARCHITECTS.

THE OCTAGON, WASHINGTON, D. C.

FORM B.

APPLICATION FOR ASSOCIATE MEMBERSHIP.

Fee rec. R2469

FOR APPLICANTS REQUIRED TO UNDERGO TECHNICAL EXAMINATION OR DESIRING TO SUBMIT AN EXHIBIT OF EXECUTED WORK.

June 8, 1908.

To the Secretary of the American Institute of Architects,  
The Octagon, Washington, D. C.

SIR:

I hereby apply for Associate Membership in the American Institute of Architects. I have carefully examined the Constitution and By-Laws of the Institute, and agree, if elected, to honorably maintain them. I desire (a) to undergo the technical examination; (b) to submit for consideration an exhibit of my executed work; and enclose herewith [ (a) or (b) to be stricken out. ] for \$5.00 required by the rules governing applications. [P. O. money order or check.]

I hereby certify that the following statements are correct:

Name Frank A. Carpenter  
Address Rockford, Illinois  
Place and date of birth Rockford, Illinois, April, 1872  
If practicing architect, firm name Frank A. Carpenter  
having been in practice for Ten years  
If draftsman, employed by

[Stat. number of years.]

Collegiate and office training Three years at University of Illinois and three years in office

Drawings and photographs of three or more executed buildings accompanying application

Frank A. Carpenter  
[Signature of applicant.]

I hereby certify that the foregoing applicant is a member of Chapter, A. I. A., and I endorse his application.

Illinois  
Ben B. Fiske Secretary.  
Illinois Chapter, A. I. A.  
[To be omitted when the applicant does not reside in the territory of a Chapter.]

We, the undersigned Fellows or Associates of the American Institute of Architects, have carefully examined the foregoing statement and believe it to be correct. We know the applicant personally, and consider that his work and practice warrant his admission to Associate Membership.

Robert C. Berlin  
Peter B. Fiske  
W. B. Zimmerman  
[The signatures of three Institute members are here required.]

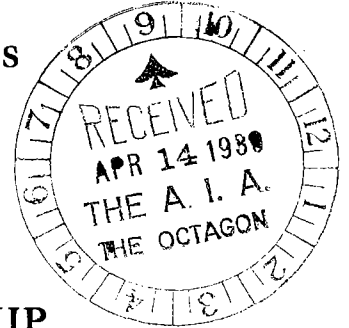
Ex Rec 2

(Issued by the Jury of Fellows)

Confidential

# The American Institute of Architects

The Octagon, 1741 New York Avenue  
Washington, D. C.



## FORM OF PROPOSAL FOR FELLOWSHIP

(Before executing read carefully the accompanying document on Principles of Fellowship)

Name of Member Proposed—

Mr. \_\_\_\_\_

Street \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Frank B. Carpenter

226 South Main Street

Rockford

Illinois

Notice—Use Ink and Write Legibly Throughout.

Chapter of Member Proposed—

Chicago

(Name of Chapter)

Date of Election to Institute—

1908

(The year is sufficient)

Place of Business—Location of Best Work.

226 South Main Street Rockford Illinois

(Principal Place of Business past Five Years)

Rockford Ill. Beloit Wis. Jamesville Wis. Freeport, Ill.

(One or more cities in which best work is located)

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General Conditions of Fellowship: (Article 1, Section 1, By-laws:)

Fellowship in the American Institute of Architects is conferred upon a member who is a citizen of the United States, who, in the opinion of an authorized Jury of Fellows, shall have notably contributed to the advancement of the Profession in design, construction, literature, education or public service.

PROPOSAL FOR FELLOWSHIP

.....19.....

To the Jury of Fellows,  
The American Institute of Architects,  
The Octagon, Washington, D.C.

The following name of Frank A. Carpenter, a member in good standing,  
is submitted to the Jury of Fellows with a recommendation that he be advanced to Fellowship:

Name Frank A. Carpenter  
(In full)  
Address 226 South Main Street Rockford Illinois  
(City and State)  
Place and date of birth Rockford Illinois  
Graduate of Architecture .....  
(Name of College, University or School)  
Attended University of Illinois  
three years.  
Holder of Scholarship in Architecture—

.....  
(Name of Scholarship)  
.....

If practicing architect give firm name or names, and state how long connected with each:

Frank A. Carpenter Thirty years  
(Firm name) (Approximate time)  
.....  
.....  
.....

## BIOGRAPHICAL SKETCH

After graduating at the Rockford High School I taught school in the country and winter then worked at carpenter work in Rockford one season. Then I went to the University of Illinois and took the regular Architectural Course for three years then went to work as a draughtsman in the office of H. S. Schureman and later worked for C. W. Bradley.

Went into business for myself about 1900. Have made two trips to Europe and studied design and construction in the various countries. In 1908 I became a member of the American Institute of Architects and am the only member in Rockford. I have always been a member of the Rockford Art Association, have served on committees and have made talks to them on Architecture.

I was one of the first members of the Illinois Society of Architects and at one time was Second Vice-President.

Served two years on the State Examining Committee of Architects during Frank C. Souden's administration.

# ACHIEVEMENT IN DESIGN

## 1. Architectural Work—

Commercial

Parker Pen Building Jamesville Wis.  
Name of Building City or Town

Ruttenberg Building Rockford Ill.

State Bank Building Freeport Ill.

Motor Hotel Rockford Ill.

Monumental

Memorial Hall Rockford Ill.  
Name of Monument Place

Domestic

A. M. Mattison Rockford Ill.  
Name of Owner Place

Hugo Olson " "

Dr. T. J. Holbe Freeport Ill.

Dr. E. C. Achenew Rockford Ill.

Special Work

Branch Bldg. for Crane Co. Rockford Ill.  
Nature of Work Place

Barbours School Bldg. " "

Y. M. C. A. Building Rockford, Ill.

Ellis School Building " "

2. Here should follow a description of his work in design, showing special attention to the particular features the proponents believe worthy—

The Parker Pen Building at Janesville is a combined factory and office building thoroughly fireproof, well arranged for the manufacture of fountain pens with system from the automatic machine room to the finishing and shipping room.

The Ruttonberg Building is of modern design with accented vertical lines and absence of projecting cornice.

The State Bank Building makes a good showing for a small town, and is still considered the best looking building in Freeport.

The Motor Hotel Building is not only a practical solution of the car storage problem but is a good looking building for the purpose. The Architect has not wasted money and yet the simplicity of the design makes it attractive.

3. Photographs, sketches, or drawings should be submitted of two or three buildings or works—

Photographs.....

Works

Drawings.....

Works

Sketches.....

Works

# ACHIEVEMENT IN CONSTRUCTION

## 1. Engineering Construction

Name of Building

Place

Name of Building	Place
.....	.....
.....	.....

## 2. Books, Treatise, or Articles Written—

Subject

Name of Book or Periodical

Subject	Name of Book or Periodical
.....	.....
.....	.....
.....	.....

## 3. Photographs

Works

Place

Works	Place
.....	.....
.....	.....

## 4. Drawings

Building or Works

Place

Building or Works	Place
.....	.....
.....	.....



5. Here should follow a description of the notable work done by the applicant, with special stress laid on his particular achievements and recognition by societies, or other groups—

The applicant was a Charter member of the Illinois Society of Architects and was at one time one of the Vice-Presidents. See Page No. 3 for special work.

### ACHIEVEMENT IN EDUCATION AND LITERATURE

#### 1. Literary Work—

##### Books, Treatise, or Articles Written—

Subject	Name of Book or Periodical



Achievement in Education and Literature— *continued*

2. Here should follow a summary of particular influences that may have been created by any of the works above mentioned if known to the proponents and any recognition accorded by the profession, by societies, or by the public—

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3. Educational Work—

The proponents should direct attention to the position held by applicant, his or her particular force or influence in his or her line of endeavor, and any evidence of recognition by pupils, by the profession, or by the public of his or her achievements.

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4. If under this class applicant has also designed or executed work, then proponents should fill out also the blanks under heading (Achievement in Design)—

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ACHIEVEMENT IN PUBLIC SERVICE

1. Here should follow a clear statement of the field in which his activities have been directed, the influence of that leadership and what accomplishment has resulted—

Dotted lines for handwritten response to question 1.

2. Recite the positions of trust held by applicant in evidence of his recognition as a civic leader—

Name of Societies or Civic Groups	Place
Masonic Lodge No. 102	Rockford Illinois
B. P. O. E. No. 64	" "
University Club	" "
Rockford Society of Architects	" "
Rockford Rotary Club	" "
Rockford Art Society	" "
Community Service	" "

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Signatures: Submitted by  
Group of five Members or and Fellows—

Date.....

*April 4<sup>th</sup> 1930*

- 1. *H. B. Wheeler*
- 2. *James H. ...*
- 3. *William ...*
- 4. *Charles H. ...*

BY-LAW PROVISIONS AND RULES OF PROCEDURE CONCERNING  
ADVANCEMENT TO FELLOWSHIP.

ADDRESS COMMUNICATIONS TO THE CHAIRMAN, THE JURY OF FELLOWS  
The Octagon, Washington, D. C.

BY-LAWS OF THE INSTITUTE.

*Art. II, Section 1. General Conditions of Fellowship.*

Fellowship in The American Institute of Architects is conferred upon a Member who is a citizen of the United States who, in the opinion of an authorized Jury of Fellows, shall have notably contributed to the advancement of the Profession in design, construction, literature, education or public service.

Membership in the Institute for not less than ten years shall be a prerequisite to Fellowship.

The Jury of Fellows shall consist of six Fellows appointed by the President, two of whom shall serve for periods of one, two, and three years, respectively, and until their successors are appointed. The President shall appoint the Chairman of the Jury, and shall fill all vacancies occurring in the Jury of Fellows by death, resignation, expiration of term or otherwise.

Any group of five or more Members may recommend to the Jury for consideration the name of a Member whom they deem qualified for Fellowship. Such recommendation shall contain a brief statement of the notable service or achievements which, in the opinion of the nominators, justify the nomination.

Names of nominees for Fellowship shall be submitted with full and explicit data to the Jury of Fellows on forms prepared

for this purpose. The Jury shall then request from the Chapter Officials, the Directors of the Institute, and such other sources as it deems necessary privileged communications relating to the qualifications of the nominees. All recommendations shall remain on file with the Jury of Fellows for at least twelve months prior to final action, except that nominations filed before October 30, 1927, may be acted upon in season for the 1928 Convention.

The Jury shall formulate rules for its procedure subject to the approval of the Board of Directors.

SECTION 2. *Mode of Election.*

Election to Fellowship shall be by the Jury of Fellows. Fellows may be elected at any regular meeting of the Jury of Fellows.

Such election shall be by ballot. Four affirmative votes shall be necessary to elect.

The names of all Fellows so elected shall be announced to the Convention.

SECTION 3. *Nomenclature.*

Fellowship in the Institute shall be designated by the initials "F. A. I. A."

RULES OF PROCEDURE.

1. Meeting of the Jury of Fellows may be held at the call of the Chairman, subject to the approval of the Executive Committee of the Board of Directors.

2. Suggestions to the Jury for advancement to Fellowship may be made as stated in the By-laws.

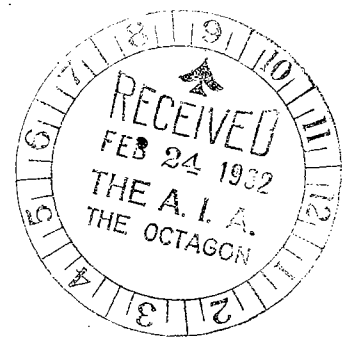
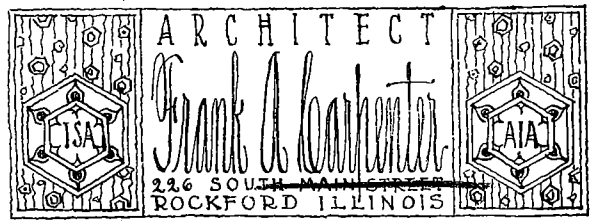
3. The validity of any objection raised to any candidate shall rest solely with the Jury, and all communications shall be considered only as informative data.

4. The Jury shall file with the archives of the Institute the original recommendation and a statement of its action with the reasons for election in each case. Privileged communications shall not be preserved.

5. In the event of failure to act favorably upon any recommendation within three years due notice shall be given to the proponents, the recommendation surrendered and privileged communications destroyed. No recommendation so surrendered shall again be presented within two years from such notice.

This is a revised copy of the Rules of Procedure of the Jury of Fellows as amended and approved by the Board of Directors at its meeting on May 14, 1927.

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February 23 1932  
 Robert D. Kohn President  
 American Institute of Architects  
 Washington D. C.

Dear sir-

Your kind favor of the 16th inst received in regard to advancement to fellowship in the American Institute of Architects.

This is certainly a great honor and I wish to thank you and the Jury of Fellows for your favorable consideration.

It is with sincere regret that I have not been able to make payment of dues to the Institute. It is on account of slack times all over and especially here in Rockford. Just as soon as possible I will be glad to straighten this out if there is any way.

It will be impossible for me to attend the meeting in April but wish to state that I will be pleased to co-operate with the Institute just as soon as finances will permit.

Thanking you for any consideration which may be given along this line, I remain

Very cordially yours  
*Frank A. Carpenter*

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THE AMERICAN INSTITUTE OF ARCHITECTS  
THE OCTAGON, WASHINGTON, D. C.

COPY

March 1, 1932.

Dear Mr. Carpenter:

It is with genuine regret that I write, as Secretary of the Institute, to advise you of the termination of your membership in the Institute and your Chapter, effective December 31, 1931, for non-payment of Institute dues.

The Treasurer, and the Secretary's Office, sent to you various statements of account and letters, in the hope that you would find it possible to make a remittance, in whole or in part, and thereby continue your affiliation with The American Institute of Architects and your Chapter.

It is realized that conditions in the building industry have remained on a most unfavorable basis during the past year, and for that reason the Institute made a special effort to retain your membership as long as possible.

It is believed that you will approve of the action taken. The alternative was to allow the dues to so increase as to make future reinstatement a heavy expense.

I am hoping very much that the circumstances which prevented you from carrying on your Institute membership will speedily change, and that you will soon be thinking of taking up your membership again. When you are ready to do so, I can assure you that the Institute will make the way back very simple and easy. The Board has already made provision whereby the old account can be paid off in installments and over a period of time that will not be onerous to you.

I am going to write to you from time to time, reminding you that the Institute desires your return to its membership and its councils, and so that your return can be worked out to your best convenience.

With best wishes, and with the hope that we may soon regain you as a member of The American Institute of Architects, I am,

Sincerely yours,

Secretary.

Mr. Frank A. Carpenter,  
420 Brown Building,  
Rockford, Ill.

FCB:GG

THE AMERICAN INSTITUTE OF ARCHITECTS

THE OCTAGON, WASHINGTON, D. C.

COPY

*April 16*

April 16, 1932.

My dear Mr. Hewitt:

At the direction of President Kohn, with whom I have consulted this morning, I write to enlist your good offices in clearing up a situation which has some element of embarrassment.

The Jury of Fellows, at its meeting in Washington on February 4th, elected Mr. Frank A. Carpenter, of Rockford, Illinois, to Fellowship. The announcement is to be made at the Convention, with a proper citation and with a presentation of the certificate.

Since the meeting of the Jury of Fellows, the Executive Committee, at its meeting the latter part of February, confirmed the policy of the Institute in terminating the memberships of all heavily indebted for dues (those owing for two and three years), as of December 31, 1931.

We are sorry to find that Mr. Carpenter's name is on that list, but regardless of that fact President Kohn feels that steps should be taken to make the Fellowship election effective in Mr. Carpenter's case.

He would like to know if you can help to meet the situation, perhaps by taking it up directly with Mr. Carpenter, or his friends, with a view to getting him to send a check - or note - in the amount of his indebtedness as of December 31, 1931, which was \$50.00.

The receipt of such a check or note at The Octagon, not later than April 22nd, would permit the Board to rescind the resolution with regard to delinquents, insofar as it affects Mr. Carpenter, and to restore him to good standing in the Institute without a break in his membership.

Thereafter, at the Evening session of the Convention, on April 28th, his Fellowship election could be announced and the Fellowship

THE AMERICAN INSTITUTE OF ARCHITECTS

THE OCTAGON, WASHINGTON, D. C.

COPY

- 2 -

certificate presented.

This letter is sent air mail in the hope that it will reach you by Monday, and in the hope that we can receive your advices as soon thereafter as convenient.

Sincerely yours,

Executive Secretary.

Mr. Herbert E. Hewitt,  
1600 Peoria Life Building,  
Peoria, Illinois.

K-G

P.S. - I am taking the liberty of sending a copy of this letter to Mr. Carl E. Heimbredt, Secretary of the Chicago Chapter, for his confidential information. Mr. Carpenter is a member of the Chicago Chapter.

Copy to Mr. Heimbredt.



29  
Carpenter

23



HEWITT, EMERSON & GREGG  
ARCHITECTS

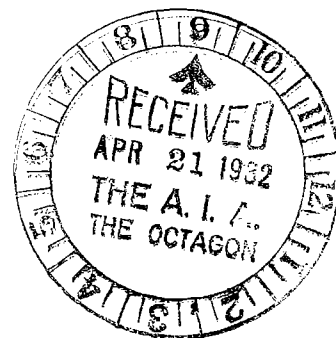
1600 PEORIA LIFE BUILDING

PEORIA, ILLINOIS

Herbert E. Hewitt, AIA

Frank N. Emerson, AIA

Richard S. Gregg, AIA



April 19, 1932.

Mr. E. C. Kemper,  
Executive Secretary A. I. A.,  
The Octagon, 1741 New York Ave.,  
Washington, D. C.

Dear Mr. Kemper:

Your letter of April 16th in regard to Mr. Frank A. Carpenter of Rockford is just received. I should be very glad indeed to do anything in regard to the matter which I felt I could do without the possibility of antagonizing Mr. Carpenter. I note that you have sent a copy of the letter to Mr. Carl E. Heimbrodt, secretary of the Chicago Chapter. Inasmuch as Mr. Carpenter is a member of the Chicago chapter, it seems to me that Mr. Heimbrodt could handle the matter with better results than I could. While Mr. Carpenter was on the State Examining Commission for Architects with me several years ago, I have not had any contact with him in recent years, and so question the desirability of my direct personal assistance. I am writing Mr. Heimbrodt and suggesting that he as secretary of the Chicago chapter, or somebody else, immediately get in touch with Mr. Carpenter.

Very truly yours,

HEH-ES.

CLASS OF SERVICE DESIRED	
DOMESTIC	CABLE
TELEGRAM	FULL RATE
DAY LETTER	DEFERRED
NIGHT MESSAGE	CABLE LETTER
NIGHT LETTER	WEEK END LETTER

Patrons should check class of service desired; otherwise message will be transmitted as a full-rate communication.

# WESTERN UNION

NO.	CASH OR CHG.
CHECK	
TIME FILED	

NEWCOMB CARLTON, PRESIDENT

J. C. WILLEVER, FIRST VICE-PRESIDENT

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

*File*

APRIL 26, 1932

Mr. FRANK A. CARPENTER  
420 BROWN BUILDING  
ROCKFORD, ILLINOIS

TECHNICAL SITUATION REGARDING FELLOWSHIP MUST BE CLEARED UP TODAY stop  
INSTITUTE WILL ACCEPT YOUR NOTE FOR DELINQUENT DUES IF RECEIVED BY  
THURSDAY BUT MUST HAVE WIRE FROM YOU TODAY THAT NOTE WILL BE MAILED TODAY

FRANK G. BALDWIN

Charge to The American Institute of Architects.

THE QUICKEST, SUREST AND SAFEST WAY TO SEND MONEY IS BY TELEGRAPH OR CABLE

35

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WE REQUESTED TO FAVOR THE COMPANY BY CRITICISM AND SUGGESTION CONCERNING ITS SERVICE

1201 S

# WESTERN UNION

NEWCOMB CARLTON, PRESIDENT

J. C. WILLEVER, FIRST VICE-PRESIDENT

### SIGNS

- DL = Day Letter
- NM = Night Message
- NL = Night Letter
- LCO = Deferred Cable
- NLT = Cable Night Letter
- WLT = Week-End Letter

date line on full-rate telegrams and day letters, and the time of receipt at destination as shown on all messages, is STANDARD TIME.

Received at 708 14th St., N. W. Washington, D. C.

1932 APR 25 PM 6 13

CC823 35 NL=ROCKFORD ILL 25

FRANK C BALDWIN=

F 1741 NEWYORK AVE WASHN=

WILL BE ABLE TO SEND REMITTANCE FOR PAST DUES ABOUT JUNE  
 FIRST HOPE YOU MAY BE ABLE TO DELAY FELLOWSHIP AWARD UNTIL  
 SOME LATER DATE THANK YOU FOR THE TROUBLE AND HOPE FOR  
 BETTER FUTURE =

FRANK A CARPENTER.

*Handwritten notes:*  
 CC - Es 16  
 ad 7 1/2  
 m 2 1/2  
 27

WESTERN UNION GIFT ORDERS ARE APPROPRIATE GIFTS FOR ALL OCCASIONS.

36

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CLASS OF SERVICE

This is a full-rate Telegram or Cablegram unless its deferred character is indicated by a suitable sign above or preceding the address.

# WESTERN UNION

NEWCOMB CARLTON, PRESIDENT

J. C. WILLEVER, FIRST VICE-PRESIDENT

SIGNS

- DL = Day Letter
- NM = Night Message
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- NLT = Cable Night Letter
- WLT = Week-End Letter

The filing time as shown in the date line on full-rate telegrams and day letters, and the time of receipt at destination as shown on all messages, is STANDARD TIME.

Received at Interior Department Bldg., Washington, D. C. NATL.  
7100-BR. 47

1932 APR 26 AM 11 24

WAD34 10=ROCKFORD ILL 26 950A

FRANK C BALDWIN=

1741 NEWYORK AVE=

*File*

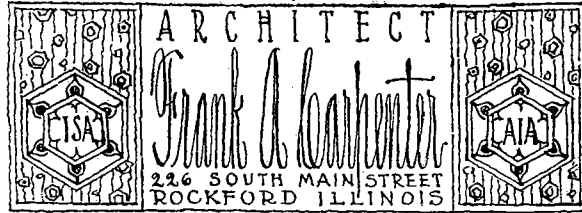
MINUTES IN TRANSIT	
FULL-RATE	DAY LETTER
34	

HAVE MAILED YOU NOTE FOR DUES FOR A I, A=

FRANK A CARPENTER.

30

THE QUICKEST, SUREST AND SAFEST WAY TO SEND MONEY IS BY TELEGRAPH OR CABLE



April 26 1932

Mr Frank C. Baldwin

Washington D. C.

Dear sir-

please find inclosed note for fifty dollars for sixty days for dues for American Institute of Architects for 1930 and 1931.

Sent you a wire as suggested stating that note was mailed. Hoping you receive this in time and thanking you for your kindness in this matter, I remain

Very cordially yours

*Frank A. Carpenter*

**PAID**  
DATE 4/30/32 h  
60 da. note - dated  
April 26, '32 - 50.00

THE AMERICAN INSTITUTE OF ARCHITECTS

THE OCTAGON, WASHINGTON, D. C.

2-3  
COPY

May 13, 1932.

Dear Mr. Carpenter:

This is the first opportunity to acknowledge your letter of April 26th and note covering your Institute dues for the years 1930 and 1931.

We are all very glad of your action in this matter and that your affiliation with the Institute and the Chicago Chapter is to be maintained.

Am sorry you could not be at the Convention to receive the Fellowship certificate at the very impressive presentation at the evening session of April 28th.

Your certificate was delivered to Mr. Heimbrodt, who received it for you and who no doubt has transmitted it by now.

Sincerely yours,

Secretary.

Mr. Frank A. Carpenter,  
226 South Main Street,  
Rockford, Illinois.

FCB:GG

15

THE AMERICAN INSTITUTE OF ARCHITECTS  
THE OCTAGON, WASHINGTON, D. C.

2-9  
COPY

May 11, 1932.

Dear Mr. Kohn:

We are checking up the Fellowship certificates, to be sure that all were safely delivered.

The record appears complete except for the certificate of Mr. Frank A. Carpenter. The transcript reads as follows:

President Kohn: Is Mr. Carpenter present? Apparently he is not. Is there any member of his Chapter present? Mr. Carpenter belongs to the Chicago Chapter, although living in Rockford, Illinois. We will see that it comes to him.

There is no reference to show that any one came forward to get the certificate, nor do we find it in the papers which came back from the Mayflower.

Do you have it by any chance, or was it given later to Director Hewitt of the Great Lakes Division, or some representative of the Chicago Chapter, to forward to Mr. Carpenter.

Can you or Mr. Butler help us out?

Sincerely yours,

Mr. Robert D. Kohn,  
56 West 45th Street,  
New York City.

K-G

COPY TO

FILES

PRESIDENT

SECRETARY

TREASURER



ROBERT D. KOHN, F. A. I. A.  
CHARLES BUTLER, F. A. I. A.  
*Architects Associated*  
56 WEST 45<sup>TH</sup> STREET, NEW YORK

TELEPHONES  
VANDERBILT  
2958-2959

ASSOCIATES  
CLARENCE S. STEIN, A. I. A.  
FRANK E. VITOLO, A. I. A.  
FRANK H. HOLDEN, A. I. A.  
JOHN J. KNIGHT  
HENRY WRIGHT, A. I. A.  
EUGENE W. STERN, C. E.

May 12, 1932.



Mr. E. C. Kemper,  
The Octagon,  
Washington, D.C.

Dear Mr. Kemper,

Mr. Kohn asks me to say in reference to the Fellowship certificate of Frank A. Carpenter that when the meeting adjourned some one from Chicago came up (he thinks it was Mr. Heimbrot) and took the certificate and said he would see that Mr. Carpenter got it, adding "you know I went to see him about this matter." Or perhaps this man said that he had talked with Mr. Carpenter about his Fellowship, perhaps over the telephone. At any rate, it was somebody who had been asked by the Octagon to smoothe out the difficulty about unpaid dues.

Very truly yours,

*Wm. B. Acker*  
Secretary to Mr. Kohn

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