

28 November 1969

MEMORANDUM

TO: Swarthmore Afro-American Students' Society

FROM: Robert D. Cross

SUBJECT: Allocation for Items for Cultural Center

Thank you for your list of needs for Lodge 4 as a temporary Black Cultural Center. I am hereby asking Miss Caroline Shero to establish a line-of-credit of \$600 from the Support Fund on which you can draw for your most needed items. Please keep books on your expenditures.

Let me suggest that you purchase, wherever possible, through the College, via Mr. Cook, as you will achieve some savings that way. Mr. Stanton will help you with your need for keys.

I believe that the Student Council can be asked to provide basic materials, such as paper, pencils, etc.

Blind copy: William Cline  
Edward Cratsley  
Lewis Cook  
Duncan Hollomon  
Caroline Shero  
William Stanton

To: President Cross

From: Swarthmore Afro-American Student's Society

Re: Items needed for the Cultural House

Date: October 29, 1969

The following items are needed to make Lodge 4 functional as a temporary Black Cultural Center.

Office equipment

an electric typewriter  
2 file cabinets  
a telephone  
keys to the office door  
supplies:  
manila folders  
typing paper  
mimeo paper and ink  
ditto masters  
stencils  
SASS stationary  
pens, pencils  
typewriter erasers  
use of college meter for large mailings  
bulletin board  
black board and chalk  
desks and chairs  
paper clips and thumb tacks

Cultural Artifacts

works by black artists (paintings, sculptures, posters)  
a small library  
curtains  
a sound system

Ed  
Can you see  
our way clear  
to most of the  
items? or would  
you think a  
flat sum  
might be  
more desirable?  
RDC

SC can  
provide  
basic deposits  
Capital equipment  
via loan book