

November 18, 1957

Mr. William R. Kellett  
Kimberly-Clark Corporation  
Neenah, Wisconsin

Dear Bill:

Enclosed is a memorandum of the November 9 conference in E. B. Fred's office which we discussed over the phone last Friday. The memorandum was prepared by Bill and has been reviewed by Ed and me. I made just a couple of minor additions. I think that Bill did a good job on the memorandum and it pretty well covers the high points.

We have had the memorandum finalized and are in a position, if you wish, to have any number of copies reproduced. Do you think that copies should be sent to each Trustee? If so, we will be glad to arrange for this or can supply your office sufficient copies for each Trustee if you would prefer to send out the copies. In any event, before reproducing the memorandum, we would appreciate you reviewing it and making whatever corrections, additions, etc., you think should be made.

I expect to be here tomorrow and will be glad to discuss any phase of this on the telephone if you want to talk about it before taking off for Memphis.

One additional thought: We think it is inadvisable to supply copies of this memorandum to the University people present at the conference. We would prefer to keep the memorandum in our own organization.

Best personal regards.

Sincerely yours,

WR:sm  
Enclosure

Ward Ross  
Managing Director