

November 25, 1980

Mr. W. K. Howard  
106 Pinecrest Road  
Durham, N. C. 27705

Dear Ken:

Thank you for the further information about window repair and conservation in your letter of 7 November 1980. The trustees met yesterday and considered the whole project. Two more bits of information are needed before a decision will be made.

The first item we request is a price from Llorens for repair and putting of all windows in the east building(s) in first class shape, including necessary sash repairs. This separates the item of Lexan sheeting from repair and restoration. We would appreciate it if these prices were given in units as in their letter of 4 September 1980.

The second item is that some trustees wish to see a building with the Lexan sheeting installed in order to assess its value and its problems for Duke Memorial. To this end, please furnish us the names and addresses of the two or three churches which have such installations.

Thank you for this additional information.

With good wishes, I am

Sincerely,

*Dillard*

R. Dillard Teer, Chairman  
Board of Trustees  
Duke Memorial Church

RDY:VM

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