

August 29, 1955

Mr. Armond D. Willis
1456 Oak Avenue
Evanston, Illinois

Dear Mr. Willis:

I am writing to you at the direction of the Executive Committee and Board of Directors of the National Council on Family Relations. They have met at Minneapolis and have given careful consideration to the unhappy differences which have arisen with regard to your position as executive secretary.

They decided that you should be relieved of any further responsibility and voted to terminate your services as of September 1, 1955, and this is your formal notice of this action.

A check for \$800 less Withholding and Social Security tax awaits you in the National Council office upon your surrendering all of the books, records, equipment, supplies, correspondence and other materials in your possession pertaining to this position. Despite the differences the Board felt that some appropriate severance pay should be offered. It is understood that this money is tendered in full satisfaction of any and all claims you feel you may have.

Please contact me for an appointment.

The Board expressly directed me to make it clear to you that if you do not wish the formal dismissal to stand you may take advantage of the opportunity to resign. Also please be advised that if you decide to resign the money will be available upon the same terms.

Sincerely yours,

Esther S. Handwerk
Secretary

cc: Gladys Groves
Dorothy Dyer