

45-MBE-SUP
RETYPEP FROM ORIGINAL

July 16, 1945

MEMORANDUM

TO: Mr. Burnett

FROM: Superintendent

Confirming verbal information given, the name of the building formerly called Main Boys Annex was changed effective July 15, 1945, to "West Cottage".

The revised rules as of July 15th will replace those in effect for the Main Boys Annex. In view of the transfers made from this building to the Annex for Defective Delinquents at St. Cloud, the occupants of the building hereafter are to be regarded the same as any of the other open buildings and employees should be encouraged to make the conditions in the building such that the inmates will be happy to be there and not to feel that they have been transferred for disciplinary reasons.

In view of the fact that there are no quiet rooms in the Hillcrest building and it is not convenient to provide any, patients in Hillcrest who require isolation, may be accepted on visit in the West Cottage quiet rooms when proper arrangements have been made for that purpose by the Division Supervisors and Physician concerned.

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cc - Mr. Swanson, Director
cc - Dr. Kennedy
cc - Miss Perkins
cc - Mrs. Salisbury
cc - Mrs. Whyte
cc - Mr. Erickson
cc - Mr. Lewis
cc - Mr. Yule

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