

December 1, 1997

Mr. Jeff West
Executive Director
The Sixth Floor Museum
411 Elm Street, Suite 120
Dallas, Texas 75202-3301

Dear Mr. West:

I just received a report from Tom Samoluk on his recent visit to Dallas. He said that he was pleased to meet with you, but that he had been disappointed with the results of his visit to the Sixth Floor Museum. He had been hoping to have a full discussion with either you or your staff. He said that his meeting with you was quite short, and that he was not even able to sit down and speak with Dr. Montgomery and Gary Mack, inasmuch as they needed to attend a meeting.

I would like to follow-up with the requests that Tom made and add two additional requests.

First, we look forward to your response regarding the specific items that Tom highlighted on the inventory that you mailed to us earlier.

Second, we look forward to your sending the updated inventory that was referenced during his visit.

Third, with respect to the updated inventory, will it include all items in your collection? If not, could you please let us know the types of items that are not included and if and when you would add them to your inventory?

Fourth, we ask that you send to us your guidelines and procedures (if any) that you have regarding public access to your archival holdings. For example, do you have a reading room? Is anyone free to use it? Do you limit access to serious scholars? Please send us anything that you have that explains your policies.

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I would very much appreciate it if you would send us whatever responsive information that you have within the next two weeks.

Again, we appreciate your spending at least a limited amount of time with Tom during his visit. We look forward to hearing from you in the near future in connection with the matters outlined above.

Sincerely,

Dr. T. Jeremy Gunn
Executive Director and
General Counsel