

reorganized and told up for training

AGENDA FOR MEETING WITH CHIEF, REAL ESTATE & CONSTRUCTION DIVISION

1. Steps to be taken in order to improve the general environment and living conditions of the pool.

A: To avoid recurrence of overcrowded conditions which existed during the summer of 1956, an additional wing should be provided in Quarters Eye from June through September 1957.

Air-conditioning units should be provided for the additional wing. Request air-conditioning units *Should be provided* for Wing I, first floor Quarters Eye.

B: Floor covering -- the general appearance of floors in the area presents a problem with respect to cleanliness. Because of the number of people occupying the existing quarters, dust is generated in considerable quantity. A possible solution would be the installation of floor coverings such as asphalt tile.

Corridor
C: Corridors -- and hallways in the IAS area are dingy and drab in appearance, creating a somewhat depressing effect on the individuals housed in this area. Fresh paint is recommended as a solution for this situation. It is also desirable to have these hallways cleaned more than once a week.

D: Drapes -- installation of draperies in the pool area would probably be beneficial for general morale, providing a more home-like atmosphere.

E: Music -- limited use of background music might prove beneficial if played during certain times during the day. This factor would apply mainly to clerical work areas where monotonous filing projects are underway.

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