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## MINUTES OF THE ANNUAL STAFF

The second Annual Staff meeting was called to order by Editor Joy Takeyama on November 15, 1944 in Room 25 at 3:45 P. M. Minutes of the previous meeting were read by Eunice Kumagai and were duly approved as read.

Nomination was opened for the office of Secretary of the Staff. Miyoko Washizu and Shigeko Hamaoka were nominated and Shigeko Hamaoka was elected.

Florence Nagasugi read a letter from the Smith Printing Company in Denver explaining the approximate cost and materials to be used in printing an annual.

Helen Yagi was appointed in charge of the Girls' Sports' pictures and the write-up. Louie Watanabe, Joe Hamade, Willie Sakamoto, and George Morishige were nominated for the Boys' Sports' position. Willie Sakamoto and Joe Hamade were elected.

Next, the theme for the 1945 annual was discussed. The combination of "Go Ye Therefore" and "Modern Design" was suggested. Further suggestions are to be handed in before the deadline set for this coming Monday, November 20, 1944.

Ways of raising money for the annual was next discussed. Some of the suggestions were:

1. Carnival - somewhat like a night club
2. Social - sponsored by the Annual staff together with the Press Club and the Journalism class.

The date for the social was decided on Dec. 2, 1944.

With no other business before said meeting, the meeting was adjourned at 5:00 P. M.



## MINUTES OF THE ANNUAL MEETING

The Annual Staff meeting was called to order by Joy Takeyama on November 24, 1944 at 1:30 P. M. Minutes of the previous meeting were read and approved as read.

The first business was that of the covers. A vote was taken on padded and non-padded. The result was padded - 9 and non-padded - 3. It was decided that we leave it as padded unless the cost is too great.

The theme was discussed next. Eunice Kumagai gave "Peace" as another suggestion. A vote was taken among the three themes:

1. The combination of "Go Ye Therefore" and "Modern Design"
2. "Television"
3. "Peace"

It was decided to be "Television"

The size of our Senior pictures are to be 1" x 1 $\frac{1}{4}$ "

Next, the social was brought up. The M. C. is to be Fudge Nimura. Here are the various committees.

General Arrangements - Min Ito, George Yonemura  
Refreshments - Eunice Kumagai, Mitsue Iwata  
Decoration - Joannie Nakamura, Tomio Jofuku, Eddie Kubota,  
Shigeko Hamacka  
Entertainment - George Yonemura, Earsei Hinoki  
Bids - Wataru and Pat Taketa, Joannie Nakamura  
Music - Satoshi Hayashi  
Clean Up - Everybody

It is to be a couple affair and the bids will be 25¢. The time will be from 7:00 to 11:00 P. M.

With no other business the meeting was adjourned at 3:10 P. M.



#### MINUTES OF THE ANNUAL STAFF MEETING

The meeting of the Annual Staff was called to order by Joy Takeyama on November 30, 1944 at 3:45 P. M. in Room 25. The minutes of the previous meeting were read and approved as read.

Because Mr. Walther asked for a report of the approxiamte cost of an annual and the approximate cost of the dance, these things were next discussed.

Setsumi Saito reported that the average cost of one annual would be about \$1.75. The cost of the dance is not known as yet.

This report is to be in before Mr. Walther can approve of the dance. If we are able to have it, the name will be "El Moracco" and a limit of 170 couples will be put on.

According to Min Hamatani, the films for the Senior pictures is not here yet and so the date for taking the pictures is not definâte.

Because of several people going to see Mr. Walther and others at other meetings, the meeting of the Annual Staff was adjourned at 4:15 P. M.



# MINUTES OF THE ANNUAL STAFF MEETING

The Annual Staff meeting was called to order by Editor Joy Takeyama on December 5, 1944 at 4:00 P. M. in Room 25. The minutes were read and duly approved as read.

The chairman reported that the social scheduled for this coming Saturday is called off due to complications.

The first business, that of the Senior pictures, was brought up. They are to be paid for by the Seniors.

The Committee Heads are to have the approximate number of pages they will use in by the next meeting.

Snaps are asked to be collected in classes and we are to ask them to bring them as soon as possible.

With no further business, the meeting was adjourned at 4:10 P. M.



MINUTES OF THE ANNUAL STAFF  
MEETING

The combined Senior and Junior High Annual Staff meeting was called to order by Editor Joy Takeyama at 3:40 P. M. in Room 25 on December 12, 1944. The minutes were read and duly approved as read.

First, Tad Sugimoto, Business Manager, made a report on his visit with Miss Campbell, Silk Screen Director. The covers can be made by the Project Silk Screen with Artificial leather. It was stated that if we have it done by the Silk Screen, it not only will be just as good but positively cheaper.

Again the price of the annual was brought up. It is now understood that we cannot have the price be \$1.75 plus the money from a Benefit Social. The design for it will be up to the Artists.

Next, the idea of a dance was discussed. If we are to charge them 25¢ a couple, the price of the annual which was set at \$1.75 must be reduced to \$1.50 according to Mr. Walther. This will be held in March sometime if we have it.

An assembly sponsored by the Annual Staff was discussed. It was voted that we have it. Suggestions for this assembly were:

Gay nities  
Truth or Consequence  
Hollywood

A committee was appointed by Joy. The members are:

Joannie Nakamura  
Earsei Hinoki  
Satoshi Hayashi  
Dagne Hanson  
Karumo Hamahashi  
Tomio Jofuku

A short discussion followed, but since there were no further business, the meeting was adjourned at 4:20 P. M.



## MINUTES OF THE ANNUAL STAFF MEETING

The Annual Staff meeting was called to order by Editor Joy Takeyama on December 20, 1944 at 7:30 P. M. in Room 25. The minutes of the previous meeting were read and approved as read.

The first business was that of the assembly committee. Since Joannie Nakamura is too busy, the position as chairman of the committee was given to Tomio Jofuku.

According to Miss Lewis, it seems possible to have a benefit social sometime in March. Other money making activities were discussed but no definite conclusion was reached.

The covers were next discussed. A vote was taken on the design and the one with just "Onlooker" printed on it was decided upon. This job will be done by a company in Texas and the color will be cream.

At this time, Miss Walls, our advisor, informed us that an offer was made to us by Frey and Cunningham of Denver. We were either to accept it or reject it. A discussion followed and later it was moved and seconded that it be accepted.

Again, the snap contest was brought up. An annual was suggested as the prize for the contest. An argument was raised saying that three snaps aren't worth an annual but it seems that this is the only way we can ever get a good snap section and so it was voted that we give a copy as the prize.

It was figured that the price for a copy of the "Onlooker" be set temporarily between \$1.50 and \$2.00. It was agreed that a dollar be set for the down-payment price.

Min Hamatani brought up the sizes of the Senior pictures. A very long discussion followed on these subjects - size, the write-up, and if we should list the activities of each person but no definite



conclusions were reached.

As it was getting late and with no further business, the meeting was adjourned at 8:30 P. M.



## MINUTES OF THE ANNUAL MEETING

The meeting of the Annual Staff was called to order by George Yonemura, Assistant Editor at 2:15 P. M. in Room 25 on December 27, 1944.

Only ten members of both staffs were present.

The minutes of the previous meeting were read and approved as read.

Tad Sugimoto gave a short business report.

Min Ito asked several members of the staffs to make posters for the snap contest and subscription drive.

A discussion followed on the need for more coordination between the Junior and Senior High Staffs as well as the need for more outside work done on the annual.

The meeting was adjourned at 2:56 P. M.



## MINUTES OF THE ANNUAL STAFF MEETING

The meeting of the combined Junior and Senior High Annual Staffs was called to order by Editor Joy Takeyama on January 4, 1945 at 3:40 P. M. in Room 25. The minutes of the previous meeting were read and approved as read.

Committee reports were asked for.

A question was raised in regard to the size of the faculty staff pictures. A motion was made and seconded that the chief of the department take care of it. The motion was carried.

Miss Campbell, our guest, was introduced. She gave us information concerning the silk screen work on division pages and additional information about the annual work.

A report from the Circulation Manager was made. She reported that down-payment for the subscription will be taken next Monday. She also asked for more poster work.

The Junior High Staff was introduced individually so that they may work in coordination with the Senior High Staff.

Old business was asked for. The situation of the snap contest was inquired upon. Since the next week will be concentrated on subscriptions the snap contest will be opened the week after next.

Editor Joy announced that all material for the Annual will be handed in by February.

It was moved and seconded that the benefit Royal Ball be given on the first Saturday of March. Kenji, Tomio, and



Florench from the Senior High Staff and Sumiko Hashimoto, Emiko Kamikawa, Roy Mayeda from the Junior High Staff are consisting the committee to plan out the affair.

It was again reminded that the division heads hand in the approxiamte number of pages that they will use.

The assembly committee is to meet according to the bulletin.

The prize for the Snap Contest will be judged by the Snap Committee. and if they think that the snaps are worth a copy of the annual, it will be given. The decisions of the committee is final.

With no further discussion, the meeting was adjourned at 4:35 P. M.



## MINUTES OF THE ANNUAL STAFF MEETING

The meeting of the Combined Annual Staffs was called to order by Assistant Editor George Yonemura at 3:45 P. M. on January 17, 1945 in Room 25. The minutes of the previous meeting were read and approved as read.

Old business was called for:

Business Manager Tad Sugimoto reported that we owe Miss McFarling the amount of \$1.50 for the receipt books.

Min Hamatani, Photographer, reported that all but one Senior has picked out their picture for the Annual.

Committees for the Royal Ball and Assembly will meet soon, it was announced.

Division pages were again discussed. A question was raised to the quality of the paper that is to be used. A short discussion followed.

Editor Joy stated that the write-up for the various parts should be well under way and that we now have a room in which to work, which is Room F at the barracks.

With no other business, the meeting was adjourned at 4:00 p. m.



MINUTES OF THE ANNUAL STAFF MEETING

The regular meeting of the Annual Staff was called to order on February 6, 1945 at 3:40 P. M. by George Yonemura, Assistant Editor.

The Annual Dance subject was brought up and it was suggested that publicity be started as soon as possible.

It was also suggested that each committee meet and have a report ready for the next meeting and all materials be in by Tuesday, February 13, 1945.

Tad Sugimoto, Assistant Business Manager made a report showing the pencil layout for dummy of Annual which must be handed into the printer's by March 1, 1945. The total estimate cost for the printing only will be about \$1400.00. Basketball and the Royal Ball pictures will be held back until the last minute.

Miss Walls made the following checkup for each section.

Artists:

Division page be done by Tuesday. Cartoons.

Community and Administration:

Write ups partially done.

Messages from principal, assistant principal, superintendent, vocational advisor.

Classes:

Senior--Wills, snaps, history and write ups and activities.

Junior--Write ups completed, picture of officers ready to be taken.

Sophomore--Write ups finished, no snaps, class officers pictures to be taken.

Freshmen, Eight grade, Seventh grade, mostly completed.

Activities:

About 6 more pictures have to be taken.

Sports:

Boys interclass championship has to be finished.

Advertisements:

Fudge Nimura, Setsumi Saito, Masashi Itano, Tomio Jofuku, Tad Sugimoto, Earsei Hinoki, Roy Mayeda will go to Lamar and Granada on February 11, 1945 to get ads and will make a report at the next meeting.

Since there were no other business to be discussed, the meeting was adjourned at 4:10 p. m. by the Assistant Editor.



The short meeting of the Onlooker Staffs was called to order by Editor Joy on February 20th at 3:45 P. M. Minutes of the previous meeting were read and approved as read.

It was reported that the binding of the books alone will cost approximately \$210.00.

Miss Walls stated that we just have 645 subscriptions for the annual and that if we do not get 355 more and boost it up to 1000 copies, we will have to cancel the whole idea of having an annual. After a short discussion, it was moved and seconded that we reopen the sales. Ways of publicizing the sales were discussed.

With no further discussion, the meeting was adjourned at 4:10 p. m.



The regular meeting of the Annual Staffs was called to order by Assistant Editor George Yonemura on March 6, 1945 at 4:00 P. M. Minutes of the previous meeting were read and approved.

Old business was called for and the Royal Ball was discussed. The flowers for the Queen and her attendants will be made, and five complimentary bids will be given to the record players.

Everyone is to bring two or more loaves of bread; two or more eggs; one head of lettuce and mayonnaise, if possible.

It was reminded again that everyone help and come to work on the Ball this Saturday. The paper for the decoration will have to be bought. The auditorium will be available all afternoon on Saturday and it was suggested that people not doing much work on the Annual come out and help, especially the Junior High Staff.

With no further business, the meeting was adjourned at 4:15 P. M.



The regular meeting of the Junior and Senior High Annual Staffs was called to order by Editor Jay on February 13, 1945 at 3:45 in Room 25. As the Secretary was not present, the minutes were not read.

Kenji Yamaga reported on the Royal Ball. It was suggested that the bids be sold for 15¢ and the refreshments be left to the refreshment committee.

The matter of the corsages for the Queen and her attendants was discussed. A suggestion was made that we ask the Press Club to donate them. After a long discussion, it was voted that not only the Queen but all her attendants have escorts and as for the crown bearers, there will be three-consisting of two girls and a boy. George Hatamiya will be the boy and the girls will be up to the Royal Ball Committee.

The nomination for the Queen was opened. Those nominated were:

Lucy Nakano	Gladys Matsumoto
Asano Kasai	Yoshiko Oda
Joyce Ikesaki	Fumi Sotomura
June Sato	Shiz Terada
Fudge Nimura	Cookie Takano
Aiko Kasai	Grace Hamada
Mey Miura	Babe Kochi
Eunice Kumagai	Joyce Yamaura
Alice Murakami	

Section reports were next. Tad Sugimoto reminded everyone of the number of pages.

From the Circulation Section a report was made that \$137.25 was collected for ads.

The problem of who shall do the crowning was undecided at the time the meeting was adjourned at 5:00 P. M.



A special meeting of the Junior and Senior High Annual Staffs was called to order by Editor Joy, on Feb. 15, 1945 at 3:45.

Minutes of the previous meeting were read and approved.

The matter of who will crown the queen was immediately brought up. A vote was taken and the Senior Editor, Kenji Yamaga will be the one. The date of the Royal Ball has been changed from March 2 to March 10.

As the letter head cuts will cost more than we expected it to, we are asking all the clubs to pay for their own pictures and the cost for the cuts. This will be done by the Business Managers.

With these few points cleared, the meeting was adjourned at 4:30 P. M.



The regular meeting of the Annual Staffs was called to order by Editor Joy in Room 25 on March 13 at 3:50. Minutes of the previous meeting were read and approved as read.

The Business Manager made a financial report. It was reported that if the subscription is not cut down we must reopen the sales campaign. This will be done through the blocks. A suggestion was made that we ask the block managers to announce the sales of annuals. Another suggestion was made that we sell them in the canteen.

These are the people that will go around the various blocks

6E-Tsuyako Watanabe  
7E-  
8E-  
9E-  
10E-  
11E-  
12E-Agnes Kawamoto, Joyce Hirano

6F-  
7F-  
8F-  
11F-  
12F-

6G-Taketas  
7G-Larry Nakamura  
8G-Joanna Nakamura  
11G-Setsumi Saito  
12G-

6H-Joy Takeyama  
7H-Mary Masuoka  
9H-  
10H-  
11H-  
12H-Tad Sugimoto

7K-Eddie Kubota  
8K-Satoshi Hayashi  
9K-  
11K-Tom Toyama  
12K-

9L-Roy Mayeda, Eunice Kumagai

Meeting was adjourned at 4:30 P.M.



The regular meeting of the Onlooker Staffs was called to order by Editor Joy at 3:55 on March 20.

Old business of the sales of annuals was discussed. It was reported that 106 more annuals must be sold.

Miss Walls took over the meeting for awhile and stated that due to the fact that Joy had many other responsibilities and the supervision of the Annual was getting to be too much for her, someone else take the office of Editor. A vote was taken and Mitsue Iwata was selected as the new editor.

The deadline for the materials for the annual was reminded again and the short meeting was adjourned at 4:10 P. M.



# MINUTES OF THE ANNUAL STAFF MEETING

The meeting was called to order at 3:50 in Room 25 by Mitsue Iwata.

A suggestion was made to pay the boys who lent and played the records for us at the recent Royal Ball. A vote was taken and the majority was in favor of the suggestion. The amount of payment was decided to be \$2.50.

A financial report was then made by Tad Sugimoto.

## EXPENDITURES

Pictures	\$56.27
Misc. Ex.	65.62
	<u>\$121.89</u>

## EXPECTED EXPENDITURES

Lithograph	\$875.00
Linotype	125.00
Misc.	100.00
Covers	307.50
Binding	159.00
	<u>\$1566.50</u>

## RECEIPTS

Balance on hand	\$102.51
Yayoi Uyesugi	1.00
Receipts from last year	38.70
Royal Ball receipts	70.79
Advertisements	173.75
Press Club Loan (returned)	15.00
Receipts this year (down payments)	706.50
	<u>\$1108.25</u>

## EXPECTED REVENUE

Receipts	\$706.00
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\$1108.25	
121.89	
<u>\$ 986.36</u>	Balance on Hand

\$986.36	
706.00	
<u>\$1692.36</u>	
1566.50	
<u>\$ 125.86</u>	Expected balance

Since there was no further business, the meeting was adjourned at 4:05.



# AMERICAN BEAUTY COVER CO.

## MANUFACTURERS OF THE AMERICAN BEAUTY LINE

SCHOOL ANNUAL COVERS • LOOSE LEAF COVERS • EDITION BINDING • COIN BAGS  
PASS BOOKS • CHECK COVERS • WIRE-O-BINDING • CERLOX BINDING IN PLASTIC

2000-2008 FIELD STREET

(DALLAS 1,  
TEXAS)

DALLAS, TEXAS

November 15, 1944

Miss Florence Nagasugi  
Bus. Mgr. of Onlooker Staff  
Amache High School  
Amache, Colorado

Dear Miss Nagasugi:

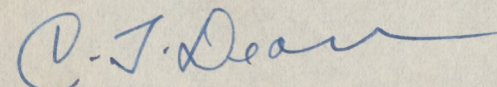
Thanks for your letter of the 13th, regarding cover for your forthcoming year book cover. While materials and labor are very critical, we are endeavoring to take care of our regular printer customers and their schools. In order to be assured of a cover, we urge that you fill out the enclosed form--sketch request blank--and return to us. Select a stock design if you can--or a new design of reasonable detail.

Give us first and second or third base color choice of imitation leather (we can grain and color as desired); or perhaps you would like to use a natural finish book cloth which will lithograph nicely--or it can be printed--colored by screen process--or gold stamped to give beautiful effects. Tip on pictures are very effective.

Anyway, you must decide on base color wanted, approximate quantity, and settle your design early. This will enable us to reserve the material for you and cut dies early to avoid disappointments because of labor and material shortages.

Orders placed after December 20th may be disappointed. Act promptly please. Let us reserve material.

Yours "V"...\_ truly,



C. T. Dean  
President

CTD/je

Enclosures:  
Folder  
Order Blank  
Sketch Request Blank

The above letter, we believe, is fully explanatory. Without knowing the quantity of covers you want it would be difficult to give you much information. We can make covers embossed and toned with simple title in, say, 200 lots for about 42¢ each, with one color applied 51¢ each, whereas, in 500 lots the same corresponding cover embossed and toned only 33½¢ each or with one color applied to the embossing 39¢ each. Padding would be 10¢ each extra.



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If you are in position to place your order at a very early date, give us full information with the name of your printer, and etc., we will try to handle your cover. Late comers are going to be disappointed. Please refer to the illustrated folder which should be helpful to you.

Yours truly,

C. T. Dean  
President  
American Beauty Cover Co.

CTD:meb



Amache Onlooker  
Amache Sr. High School  
Amache, Colorado.  
December 7, 1944.

American Beauty Cover Co.  
Dallas, Texas.

Dear Mr C.T. Dean

Thank you for your letter of Nov. 15, 1944.

I would like to inform you that we would like you  
to reserve for us a thoudand copy~~ies~~. We have selected  
padded cover and we would appreciate if you could  
send us some samples.

Could you estimate the price for 100 pages, 150  
pages  
pages, and 200 pages annual.

Will you please send us an immediate reply, since  
the  
the time is short. I thank you.

Sincerely yours

Tad Sugimoto  
Tad Sugimoto  
Ass. Bus. Mgr.





# AMERICAN BEAUTY COVER CO.

MANUFACTURERS  
OF THE AMERICAN  
BEAUTY LINE

SCHOOL ANNUAL COVERS,  
LOOSE LEAF COVERS,  
EDITION BINDING, COIN BAGS,  
PASS BOOKS, CHECK COVERS,  
WIRE - O - BINDING

2000-2008 FIELD STREET  
ZONE I  
DALLAS, TEXAS

December 11, 1944

Mr. Tad Sugimoto  
Asst. Business Mgr.  
Amache Sr. High School  
Amache, Colorado

Dear Sir:

Thanks very much for your further letter of the 7th. As requested in your letter we are sending you some samples and layout under separate cover and an order blank which can be properly filled out, so we may satisfactorily enter your order.

Based on a regular stiff cover with a simple title, embossed and toned, 1000 covers will cost 30¢ each. With a fairly simple title and one color on the embossed wording and date the price would be 33¢ each and if slightly more elaborate wording or a monogram or seal with a minimum of detail were included then the cost would run about 38½¢ each. If padded covers are wanted add 10¢ to the above.

These are prices which we make to the printer based on trim size book, 10½ x 7-3/4, which is a standard size to fit a dummy which is to be supplied to us by the printer. Prices are net Dallas and the printer should add a handling profit to the above.

We cannot enter your order or reserve your material until you tell us the base color wanted, such as a black base, red base, medium or royal blue or navy blue base, white base, or a brown base. We will try to send you some covers in these base colors and some layouts from which we feel sure you can tell us about the type of cover design which you would want on the front of your cover. Please, by return mail, fill in the order blank giving us the price you can pay based on the above and if not to be handled by your printer it should either

*Printer should fill in if you  
do not print book in school.*



be signed by your Superintendent and a partial payment sent to us or certain satisfactory information regarding how it will be taken care of, subject to the approval of our accounting department. Let your <sup>order</sup> ~~filler~~ and design come forward as quickly as possible and then the dummy can follow as soon as you know the exact thickness or you can let us know the weight of paper and how it will be bound and we could make the dummy here. Based on the 100 pages, 150 pages, or 200 pages, which ever you decide to use. The most important thing right now is to enter the order and reserve the material, which is very short.

Yours truly,

C. T. Dean

C. T. Dean  
President

CTD:meb

*Samples Shaw horse Colours  
and grains + Stock vignettes  
available. As Buffalo, Bull dogs  
hears, Wild cats etc. Have many  
others.*



GRANADA PROJECT  
AMACHE, COLORADO

In reply, please refer to:  
GR:ED:HKW

December 18, 1944

Mr. C. T. Dean  
President  
American Beauty Cover Co.  
Dallas, Texas

Dear Sir:

Thank you for your letter of December 11. We have just received your samples of annual covers.

We have chosen cream as our base color, and brown as our second choice. We shall want stiff board rather than padded covers.

Our annual will be approximately  $8\frac{1}{2}$  by 11 inches in size. The order will be for 1,000 copies. We understand that the cream stiff board covers will cost approximately 30 cents each.

The printed books will be delivered to you by the 10th of May. We shall expect to distribute them by the 25th of May.

There will be no design on the cover; <sup>a</sup> simple ~~an~~ embossed title in one color will be used. Further details will be sent by Miss Rosalind Walls, Sponsor and Tad Sugimoto, Assistant Business Manager.

I shall appreciate your acceptance of this order.

Yours very truly,

Herbert K. Walther  
Principal  
Amache Secondary Schools

HKW:lk

AIR-SPECIAL





# AMERICAN BEAUTY COVER CO.

MANUFACTURERS  
OF THE AMERICAN  
BEAUTY LINE

SCHOOL ANNUAL COVERS.  
LOOSE LEAF COVERS.  
EDITION BINDING. COIN BAGS.  
PASS BOOKS, CHECK COVERS.  
WIRE - O - BINDING

2000-2008 FIELD STREET  
ZONE I

DALLAS, TEXAS

December 21, 1944

Mr. Herbert K. Walther  
Principal  
Amache Secondary Schools  
Granada Project  
Amache, Colorado

Att: GR:ED:HKW

Dear Mr. Walther:

We certainly appreciate your letter of December 18th, based on using a white cream colored base with a brown overtone or cream overtone as you may prefer.

As soon as possible please let us have the title or name by which this book will be called so that we may prepare the title and date to go on the front of same. We will work out something nice for you.

The basis of our quotation, in our letter of December 11th, was for trim size  $10\frac{1}{2} \times 7\frac{3}{4}$ " at 30¢ each. We note in this letter that you specify that the size will be  $8\frac{1}{2} \times 11$ ". It may be that you are confused and are thinking of the over all cover size instead of the trim size of the book on the inside. We would suggest that you try to run this book out of paper stock 22 x 32 which folds to about 8 x 11 but trims out to  $10\frac{1}{2}$ " on the binding side by  $7\frac{3}{4}$ ". This is standard all over the country for this style and size of year book cover. We wish you would notify us immediately whether or not you can handle this as you trim size book because if you do not it forces us to cut a larger size board which does not cut to advantage and would increase the cost of your covers 7¢ per book. Finally

Finally, it will be necessary, in addition to knowing the title of the book to have some sort of a dummy from whoever is handling the printing of your book showing just how the book will be bound. We have complete facilities here for sewing and binding just like regular school books which open flat or we can make them for Plastic binding or other type of binding which you might desire.



-2-

A sheet regarding better bookbinding is enclosed on books you print to show you how the books should be handled in case you print it, fold it and send it to us gathered ready for binding.

We will await further information from you regarding the title and the dummy and trim size. Meantime, we are reserving the white base material for you order in 1000 lots.

Yours truly,

*C. T. Dean*

C. T. Dean  
President

CTD:meb

*Order blank enclosed*



THE ONLOOKER  
AMACHE HIGH SCHOOL  
Amache, Colorado

January 9, 1945

Mr. C. T. Dean  
American Beauty Cover Company  
Dallas, Texas

Dear Mr. Dean:

Thank you for your letter of December 21 reserving for us the white base material for our ONLOOKER covers. We still cannot send you our contract form, as we do not have sufficient information from our printer. However, here is the information you requested.

The trim size of the dummy will be 10 $\frac{1}{2}$ " by 7  $\frac{3}{4}$ " as you have quoted. The cover will be stiff. The title of our annual is the ONLOOKER. There will be no date or design on the front except for the name. Is there any extra charge if we have the date on the backbone of the book as illustrated in the sketch request blank? If so, please cancel it.

The base color will be white with cream overtone similar to the sample of Petit Jean Harding College 1943. The grain will be gorilla similar to the sample of "The Tigerette 1941." We should like to have the lettering black. Does the printer furnish the front and back fly leaves and the sheet to be pasted onto the cover or do you? If you do, will we have a choice of color?

Do you want us to send you a dummy as well as one from the printer? We are not certain yet as to the exact number of pages; therefore the dummy may not be just the same as the finished book. It will be trimmed to actual page size.

Is the price for binding included in the cost of covers? Will the binding be done album style or how? We should like to have the book stitched, rounded and backed.

We should like to have the completed books ready to go on sale by the middle of May. When would you have to have the printed material in order to have the book completed by that time? We are sending your sheet of directions to our printer.

Sincerely yours,

Tad Sugimoto, Ass't. Bus. Mgr.

Herbert K. Walther  
Principal

rew



THE ONLOOKER  
AMACHE HIGH SCHOOL  
Amache, Colorado

January 9, 1945

Mr. Ray Frey  
1412 Glenarm Place  
Denver, Colorado

Dear Mr. Frey:

Following up our recent telephone conversation concerning the printing of our high school annual, the ONLOOKER, we should like to have some more specific information.

If the deadline for you to get the printed book to the American Beauty Cover Company in Dallas, Texas, is May 1, what would be the deadline for us to get our dummy to you? We are enclosing a sheet of suggestions to the printer from the Cover Company.

Do you do offset printing? If not, please send samples of the type of work you recommend. We should also like samples of the various print sizes which may be used for regular printing, captions, and ads. What is the average number of letters and lines per inch for each size?

The trim size of the dummy will be  $10\frac{1}{2}$ " by  $7\frac{3}{4}$ ". Please send us 300 dummy sheets  $15\frac{1}{2}$ " by 21". We should like to use the large sheets for the senior pictures which you have said you will compress to fit the page. Please send us all details concerning make-up of the dummy. Should we make separate dummy sheets for photographs and printing? How wide should the margins be? What quality, weight, style and finish of paper would you recommend. How thick will book be? Can you give us an estimate of the cost per page or for the entire book? There will be approximately 175 pages, of which four will be provided by the Amache Silk Screen Shop. There will be approximately 3300 square inches of cuts. What is the engraving charge per square inch. May we have a choice of color for the front and back fly and the piece to be pasted to the cover, or does the cover company take care of this?

Will it be necessary for us to execute a contract? We are anxious to get an estimate of the cost per book. We shall appreciate any further help or information you may give us.

Yours truly,

Tad Sugimoto, Ass't. Bus. Mgr.

Herbert K. Walther  
Principal





# AMERICAN BEAUTY COVER CO.

MANUFACTURERS  
OF THE AMERICAN  
BEAUTY LINE

SCHOOL ANNUAL COVERS,  
LOOSE LEAF COVERS,  
EDITION BINDING, COIN BAGS,  
PASS BOOKS, CHECK COVERS,  
WIRE - O - BINDING

2000-2008 FIELD STREET  
ZONE I  
DALLAS, TEXAS

January 25, 1945

Mr. Herber K. Walther  
Mr. Tad Sugimoto  
Onlooker Annual  
Amache St. High School  
Amache, Colorado

Gentlemen:

Again we want to appeal to you to let us have a dummy or necessary information for making a dummy for the "Onlooker". The dies are in work and we have reserved the white material and are ready to go with the covers as soon as we can get the dummy.

If you or your printer do not have the facilities for making the dummy then your binder should make it up or if you know if it is going to be a section sewed book, rounded and backed, then let us have the weight and grade of paper to be used and the number of pages and we will make the dummy up here. If it is to be a side wire stitched book then tell us that and still we will make the dummy as we must know how it is to be bound. Please let us know immediately.

Yours truly,

C. T. Dean  
President

CTD:meh



# AMERICAN BEAUTY COVER CO.

## MANUFACTURERS OF THE AMERICAN BEAUTY LINE

SCHOOL ANNUAL COVERS • LOOSE LEAF COVERS • EDITION BINDING • COIN BAGS  
PASS BOOKS • CHECK COVERS • WIRE-O-BINDING • CERLOX BINDING IN PLASTIC

2000-2008 FIELD STREET

DALLAS 1, TEXAS

*Have  
Printer ready  
carefully*

TO OUR PRINTER FRIENDS:

Re: Better Bookbinding on  
books you print.

Helpful suggestions regarding books sent to us for sewing and binding. Year books, Novels, Poetry, etc.; will save you money.

You may ship the flat sheets to us and we will fold, attach end sheets, gather, etc., if you prefer to have us do this for you. If you have facilities for gathering and folding, you may send the gathered books to us and we will complete the binding. Send us a gathered dummy by separate mail, so we will know just what is wanted thus saving time in unpacking, laying out job, etc. Allow 5% overs on all sections, end sheets for spoilage or repairs.

✓ FOLDING: We can sew better and faster if you lay out and print your job so there will be no openings in back of center of sections. If you must print on smaller sheets, arrange to gather, if possible, into 16 page sections - makes better books.

✓ GATHERING: If you have facilities, we suggest you gather the books in your own plant. "Don'ts". Do not gather the end sheets in with the books, unless you firmly paste them onto the first and last section yourself. Send end sheets separately. We will tip on. (See End Sheets). Before gathering, mark the last section on the back folded edge with a crayon or heavy pencil so that we can easily identify the end of the book when cutting apart after sewing. 4 page sections should be wrapped around another section or tipped onto the section. If you must have 8 page sections, try not to have at the first or last of book, as this weakens the book.

✓ END SHEETS: Should be 50 or 65 lb cover paper- minimum 80# offset, folded the same size as the untrimmed section. We must tip these to the first and last section. If you do this in your own plant, be sure to use good paste which will not come loose; line up carefully, so they do not extend beyond the back or ends of sections. If you attach the end sheets, you may mark them with a crayon instead of the last section. If end sheets are a different color, marking is not necessary.

SMASHING: Folded sections should be tightly squeezed or smashed to remove all air from between folded pages. Tie up for shipment with heavy boards on each end of package to protect edges; cut same size as folded sections.

Do not trim books. We trim after sewing.

Send dummy as soon as you know number of pages. Can vary 8 to 16 pages from final book. We can then start covers and have ready when printed book is ready for binding. Tell us your problems. Make better books.

AMERICAN BEAUTY COVER CO.



D  
FREY & CUNNINGHAM

Printers and Stationers

~~1212 GLENARMS STREET~~ • DENVER, COLORADO  
1221 California

January 29, 1945

Mr. Tad Sugimoto  
Amache High School  
Amache, Colorado

Dear Mr. Sugimoto:

You have given us all necessary material for figuring the price of your Annual except the quantity. Will you, therefore, please let us know how many you will want? We shall then forward the information to you at once.

Very truly yours,

FREY & CUNNINGHAM

BY

Ray F. Frey.



**FREY & CUNNINGHAM**

*Printers and Stationers*

1412 GLENVIEW STREET • DENVER, COLORADO  
1221 California

February 2, 1945

Mr. Tad Sugimoto  
Amache High School  
Amache, Colorado

Dear Mr. Sugimoto:

Complying with your request we are sending two pencil layout sheets showing what we consider the correct margins to be used - one for left hand, the other a right-hand page. These are for your consideration only. For layouts you may use single sheets of blank stock such as yellow second or copy paper for letters 8½x11, using the margins as indicated on enclosed sketches. Should you prefer, we will supply you quickly with enough of these using printed rules instead of pencil so you can readily make up your dummy, from which you will note we think you should use the ruled side only of single sheets, either left or right hand as you decide to place the material. In our judgment, cuts of students should be at the left side of left-hand pages and vice versa. Where cuts and type matter are to be used on the same page it should be so indicated.

You will note the width of the page inside the margins is six inches. Cuts may well be made this width or narrower as best suited, but we suggest the type be five rather than six inches in width (see Sheet A), with the exception of course that where type matter is used alongside a halftone the width of the halftone will decide the measure at which the type is to be set.

We also suggest that each photograph have the legend for same written clearly on the reverse side; also, they should be numbered with a corresponding number marked on the page where the reproduction is to be printed.

We are submitting samples of two sizes of two styles of type to be used for the body matter, either of which we consider suitable. Depending on which you should select, we will use a type for headings that will conform. As to type for ads, we believe there should be variety, depending on what is advertised, such as you see in any of the better class current magazines. We have an unlimited supply of display type at our command for this purpose. On ads we would like the privilege of using our initiative.



#2 Sugimoto

With regard to the number of letters or words using 11 pt. Old Style there would be 78 letters or 11 words if set thirty picas (5 inches) wide. The same would apply to 10 pt. lite Memphis. In both styles of 8 pt. you should figure 19 letters to an inch. The 11 pt. and 10 pt. lines will measure six lines to the inch in depth, the 8 pt. nine lines. 7

As near as we can estimate, the cost for 175 pages on 70 lb. enamel, sample enclosed, will be between \$1300.00 and \$1400.00 exclusive of cuts. The minimum price on halftones 2"x3" is \$3.12 and cannot be figured in square inches. For larger than minimum the price is gradually higher. I suggest that we get a price for you after we get the copy, as many times savings can be made by single focus of several at a time.

To meet a deadline of May 1, copy should be in our hands as near March 1st as possible. There will undoubtedly be delays in mailing proofs and shipping.

The letterpress type of printing we use is shown on sample of stock enclosed. We do not have offset equipment. Your Annual should be done by letterpress to get the best results.

We will furnish made-up dummy to American Beauty Cover Company as soon as number of pages is determined so covers can be made up ready for insertion while book is in process of completion. Ask them to furnish the fly leaf stock as it should be of heavier and tougher material such as they use in their binding work.

If there is any additional information you want, please feel free to inquire.

Yours very truly,

FREY & CUNNINGHAM

BY

Ray Frey



The Onlooker  
Amache Sr. High School  
Amache, Colorado.  
February 7, 1945.

Mr. Ray Frey  
Frey & Cunningham  
1221 California Street  
Denver, Colorado

Dear Mr. Frey:

Thank you for your information you sent us. Do you do designing around the pictures and ads? Should our art staff submit any drawings for this purpose? We would like you to take the initiative in displaying the ads with variety of types. As regard to style of type, we have selected ten pt. Lite Memphis for regular feature ~~writing~~ printing and eight pt. for printing under the pictures. Can you reduce the size of the pictures to fit them into smaller space? We will send you exact information regarding to number of pages next week.

Yours very truly,

---

Tad Sugimoto  
Business Mgr.



D  
FREY & CUNNINGHAM

Printers and Stationers

~~1412 GLEN ARMS STREET~~ • DENVER, COLORADO  
1221 California

February 9, 1945

Mr. Tad Sugimoto  
Amache High School  
Amache, Colorado

Dear Mr. Sugimoto:

If you have an artist who can design the background for your pictures -- one that will be suitable for the groupings -- feel perfectly free to do it. Otherwise we will take care of that here, in which case we will submit a design for the groupings for your O.K. We can reduce or enlarge the pictures to fit any space.

Any illustrations to be printed in the book should be drawn by your art staff, and I would suggest that they also use their ideas for the grouping of pictures, keeping in mind the space allotted on each page for that purpose, so that it will reduce to the proper size.

No doubt you have samples there of how the pictures are grouped. Occasionally we run outline designs in the background for special groups, such as tennis scenes with the tennis group and football for the football group, which is worked into the background of the groupings. If you have something like this in mind, be sure to have your art staff work up their ideas.

Feel free to write for any further information.

Yours very truly,

FREY & CUNNINGHAM

BY

*Ray F. Frey*



The Onlooker  
Amache Sr. High  
Amache, Colorado  
February 12, 1945.

Mr. C. T. Dean  
President  
American Beauty Cover Co.  
Dallas, Texas

Dear Mr. Dean:

We were very glad to receive your last letter asking whether or not if we should like the year 1945 printed on the front cover or on the backbone of the annual. The business staff and the art staff have agreed that the cover will be plain except for the title, "ONLOOKER", printed on the front cover.

We would like you to do the binding for us. Could you estimate the cost of binding? When would be your deadline for the annual to be finished by May 20th? It was recommended by Frey & Cunningham for you to furnish Fly Leaf Stock.

Sincerely yours,

---

Tad Sugimoto  
Business Manager



Don't Say It!

Write It!

## MEMO

Date

2/14/45

Amache H School  
Amache Cal

Mr. Sugimoto or Mr. Walker;

Refer to ours 1/25/45

Must Have Number of  
pages -

Weight of paper -

and how you will bind  
books - Wire stitched  
or  
Sew ed

as you said, ~~sewed~~ stitched  
Round backed - but  
must know pages and weight  
of paper.

AMERICAN BEAUTY COVER COMPANY

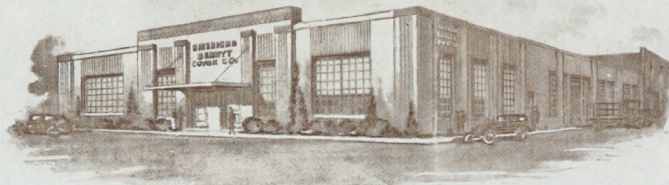
DALLAS, TEXAS

By

C. J. Dean

(few pages  
8 to 12  
roughly  
want first





# AMERICAN BEAUTY COVER CO.

MANUFACTURERS  
OF THE AMERICAN  
BEAUTY LINE

SCHOOL ANNUAL COVERS,  
LOOSE LEAF COVERS,  
EDITION BINDING, COIN BAGS,  
PASS BOOKS, CHECK COVERS,  
WIRE - O - BINDING

2000-2008 FIELD STREET

DALLAS, TEXAS

February 15, 1945

Mr Tad Sugimoto  
Business Manager  
The Onlooker  
Amache Sr. High  
Amache, Colorado

Dear Mr. Sugimoto:

Thanks for your letter of the 12th.

Our engravers are going ahead with the necessary dies for the front of your cover. The price in 1000 lots for stiff covers is 38¢ each, as quoted in our letter of January 12th.

We cannot proceed with your covers until we get the dummy, or information given to us regarding the number of pages and the weight of paper which your printer will use. As per note of yesterday, variation of 8 to 12 pages will not hurt in our covers, particularly if we do the binding.

Now regarding binding. We are enclosing a letter giving proper information to your printer. Please see that this is carefully carried out. If the job comes to us untrimmed and gathered in 5 16 page sections, we to furnish the necessary end sheets, the binding in 1000 covers, including the sewing, binding, trimming, and casing in, will be \$19.00 per 100. Should there be 6 16 page sections then it will be \$19.60 per 100, or 7 16 page sections \$20.60 per 100, and an additional charge of 60¢ per 100 books for each additional page section you send to us. Should the sections be broken up whereby there is an inserted 8 inside of another 8 to make a 16 page section, then the sewing cost will be slightly higher but without knowing exactly how your book will come to us we cannot give you additional information

(18.00)

146  
96

1644  
3

\$21.800 - find  
ing  
cost

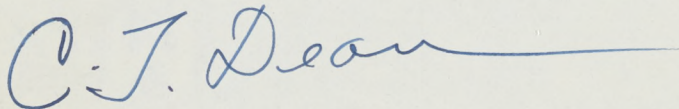


-2-

on this.

Let us have your dummy immediately so we can get the covers started. Then if you want to send the printed book to us for binding, as above, and will get it to us about May 1st we will agree to have it to you by May 20th. We have a very heavy rush of school annual binding at that time and must know whether or not you are going to send the book to us so we can plan our production schedule.

Yours truly,

A handwritten signature in blue ink that reads "C. T. Dean". The signature is written in a cursive style with a long horizontal line extending to the right.

C. T. Dean  
President

CTD:meh



The Onlooker  
Amache Sr. High School  
Amache, Colorado  
February 17, 1946

Mr. Ray Frey  
Frey & Cunningham  
Denver, Colorado

Dear Mr. Frey:

The number of pages for the annual will be 140(70 sheets). The four division pages will be provided by our silk screen shop. The number of the division pages are 11, 12; 30, 29; 73, 74; and 91, 92.

Can you make up composite pictures for us with many snap shots? How should we arrange the snaps? May we send in the pictures of the Royal Ball and sport pictures the last week in March?

We would like to advertise your company in our annual. The price per page is \$30.00. A half page is \$15.00; one fourth page is \$7.50; one eighth page is \$3.50.

Sincerely yours,

---

Tad Sugimoto  
Bus. Mgr.



D  
FREY & CUNNINGHAM

*Printers and Stationers*

~~1212 GLENARM STREET~~ • DENVER, COLORADO

1221 California Street

February 20, 1945

Mr. Tad Sugimoto  
Amache Senior High School  
Amache, Colorado

Dear Sir:

Yes, we can make up composite pictures using snap shots. If you have a suggestion as to how you would like to have them arranged, please indicate by a layout, numbering the pictures to correspond with the sketch. Sending the Royal Ball and sport pictures the last week in March will allow ample time.

We will be glad to support your Annual with some type of ad and suggest that you permit us to withhold a contract until we see what space will be left after all your copy is in.

Yours very truly,

FREY & CUNNINGHAM

BY *Ray Frey*



The Onlooker  
Amache Sr. High School  
Amache, Colorado  
February 20, 1945

Mr. G. T. Dean  
American Beauty Cover Co.  
Dallas, Texas

Dear Mr. Dean:

Thank you for your letters of 14th and 15th.

The number of pages for the annual will be 140 pages (70 sheets). The weight of the paper is 70 lb. enamel, sample enclosed.

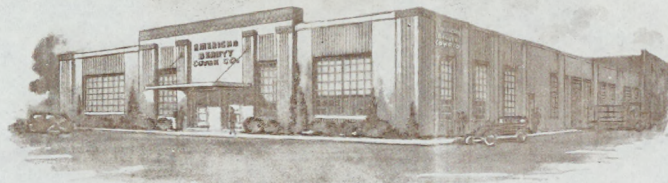
We plan to meet the Printer's deadline of March 1st. The Printer promised to send all their materials to you by May 1st.

Sincerely yours,

---

TAD SUGIMOTO  
BUS. MGR.





# AMERICAN BEAUTY COVER CO.

MANUFACTURERS  
OF THE AMERICAN  
BEAUTY LINE

SCHOOL ANNUAL COVERS,  
LOOSE LEAF COVERS,  
EDITION BINDING, COIN BAGS,  
PASS BOOKS, CHECK COVERS,  
WIRE - O - BINDING

2000-2008 FIELD STREET

DALLAS, TEXAS

February 21, 1945

Mr. Tad Sugimoto  
Business Manager  
The Onlooker  
Amache High School  
Amache, Colorado

Dear Mr. Sugimoto:

We haven't heard from you yet regarding the number of pages and weight of paper for the dummy to be used on your "Onlooker" annual. Unless we can get a dummy sometime soon or the proper data for making the dummy I am afraid you folks are going to be keenly disappointed in your books.

Let me know when you must have your covers and binding so we may plan accordingly.

We have received your letter of the 17th asking us to advertise in your annual. We would like very much to do this were it practical. We appreciate it but I am sure you realize, based on the very many annuals we make, if we were to advertise in part or all of them that it would practically offset any profit we have therein. The only advertising that we take is with our local schools and colleges and this is done as a local merchant and not as a printer manufacturer.

Yours truly,

*C. T. Dean*

C. T. Dean  
President

CTD:meb



The Onlooker  
Amache Sr. High School  
Amache, Colorado  
February 21, 1945

Mr. Ray Frey  
Frey & Cunningham  
Denver, Colorado

Dear Mr. Frey:

Please send a dummy to American Beauty Cover Co.  
Could you tell us the price per cut for the size 5" by  
7" and 3 1/4" by 2 1/4"?

Enclosed is your instructions from American Beauty  
Cover Co.

Sincerely yours,

---

Tad Sugimoto  
Bus. Mgr.





# AMERICAN BEAUTY COVER CO.

MANUFACTURERS  
OF THE AMERICAN  
BEAUTY LINE

SCHOOL ANNUAL COVERS,  
LOOSE LEAF COVERS,  
EDITION BINDING, COIN BAGS,  
PASS BOOKS, CHECK COVERS,  
WIRE - O - BINDING

2000-2008 FIELD STREET

DALLAS, TEXAS

February 24, 1945

Mr. Tad Sugimoto  
Business Mgr.  
The Onlooker  
Amache Sr. High School  
Amache, Colorado

Dear Sir:

Thanks for the data in your letter of February 20th. We will try to have the covers ready on or before May 1st for binding and will try to have the binding done so as to get the job to you by May 20th, provided the printer gets the data to us on time as promised.

Yours truly,

C. T. Dean  
President

CTD:meh



# THE SMITH-BROOKS PRINTING COMPANY

DESIGNERS - ENGRAVERS

LITHOGRAPHERS

PUBLISHING  
PHOTO ENGRAVING  
BOOK BINDING  
STEEL DIE EMBOSING  
ELECTROTYPING  
CALENDARS  
COLOR PRINTING  
POST CARDS  
SOCIETY STATIONERY  
VIEW BOOKS  
WAX ENGRAVING

ESTABLISHED 1886



1733-1747 CALIFORNIA STREET  
DENVER, COLO.

March 1, 1945

Mr. H. K. Walther  
Amache Relocation Center  
Amache, Colorado

Dear Sir:

We take it from our phone conversation, and from a letter we received this morning that you wish us to lithograph your high school annual.

We have ordered sufficient enamel paper to complete 1000 copies of 128 pages (which makes even forms) size  $7 \frac{3}{4} \times 10 \frac{1}{2}$  inches.

We would appreciate a formal purchase order for this work.

We will write Tad Sugimoto in detail as to how we would like the copy prepared .

Yours very truly,

The SMITH-BROOKS PRINTING COMPANY

By

*John P. Brooks*

John P. Brooks, Secy.

JPB:jw



THE ONLOOKER  
AMACHE HIGH SCHOOL  
Amache, Colorado

January 9, 1945

Smith-Brooks Printing Company  
1741 California Street  
Denver, Colorado

Gentlemen:

Would it be possible for you to do an offset job for us on our high school annual. About what per cent above cost would this be? We are planning to have a book of about 175 pages, four of which will be provided by the Amache Silk Screen Shop. There will be a total of approximately 3300 square inches of cuts.

11/ What quality, weight, style and finish of paper would you recommend for such a book. The trim size of the dummy will be 10 $\frac{1}{2}$ " by 7  $\frac{3}{4}$ ".

12/ Do you design ads for us? Will it be necessary for us to execute a contract? We are anxious to get an estimate of the cost per book.  
13/ We shall appreciate any further help or information you may give us.

Sincerely yours,

Tad Sugimoto  
Ass't. Business Manager

Herbert K. Walther  
Principal

rew



The Onlooker  
Amache Sr. High School  
Amache, Colorado  
February 28, 1945.

Smith-Brooks Printing Co.  
Denver, Colorado

Dear Sir:

3. Please send us your contract to be signed for  
our high school annual. Your prompt attention will  
be greatly appreciated.

Sincerely yours,

---

Tad Sugimoto  
Business Manager



The Onlooker  
Amache Sr. High School  
Amache, Colorado  
March 3, 1945.

Smith-Brooks Printing Co.  
1733-1747 California St.  
Denver, Colorado

Dear Sir:

We would like to advertise your company in our annual.  
The price per page is \$30.00. A half page is \$15.00; one  
fourth page is \$7.50 and one eighth of a page is \$3.50.

1. Please let us know if you would like to have us save  
space for you in our annual.

2 The art staff would like to know if it is possible to  
cut pieces of paper and paste them on dummy without having  
the cut edges show in the offset print.

Sincerely yours,

Tad Sugimoto  
Business Manager

Rosalind Walls  
Sponsor



The Onlooker  
Amache Sr. High School  
Amache, Colorado  
March 9, 1945

Smith-Brooks Printing Co.  
1733-1747 California St.  
Denver, Colorado

Dear Sir:

19 { We are sending under separate cover the pictures for our annual for screening. Please return them as soon as possible. The pictures of the Royal Ball, sports, faculty, and senior class will be sent to you the last week of this month.

Sincerely yours,

Tad Sugimoto  
Business Manager

Rosalind Walls  
Sponsor

20/-

{ March 23 - deadline to  
Smith-Brooks.



The Onlooker  
Amache Sr. High School  
Amache, Colorado  
February 26, 1945

The Smith Brook Printing Co.  
Denver, Colorado

Dear Sir:

4 Please send us information that is necessary for making out  
legends to be printed and how they should be typed. Should we send  
material to be linotyped on separate sheets or should we send them  
5 on the same sheet as the other material which we will hand in? We  
6 would like to have you use Lite Memphis type?

7 Please send a 130 page dummy to our binding company:

American Beauty Cover Co.

2000-2008 Field Street

Dallas 1, Texas

8 Information on having the book bound may be secured from  
Frey & Cunningham, 1221 California Street, Denver, Colorado.

9 We would appreciate any other information you have concerning  
the printing of the year book. Your prompt reply would be greatly  
appreciated.

Sincerely yours,

*Just from  
American Beauty Cover*

Tad Sugimoto  
Business Manager



2. Smith Brooks

18 { P.S. It is our understanding that you will offset our annual at a cost per page of from \$6.00 to \$7.00 plus the cost for linotyping of five cents per line.



In reply, please refer to:

GRANADA PROJECT  
AMACHE, COLORADO  
March 14, 1945

GR:ED:HKW

Mr. John P. Brooks, Secretary  
The Smith-Brooks Printing Company  
1733 - 1747 California Street  
Denver, Colorado

Dear Mr. Brooks:

You may consider this letter our formal purchase order for a minimum of 750 copies of our high school annual which will consist of about 140 pages, four pages of which we will furnish, size  $7 \frac{3}{4} \times 10 \frac{1}{2}$ ", on seventy pound enamel. The trim size is to be  $7 \frac{3}{4} \times 10 \frac{1}{2}$ ". Does this trim size include space or allow for binding? This annual is to be lithographed. The price is to be not more than \$7 per page for the complete job plus 5¢ per line for linotyping.

The book will be bound by the American Beauty Cover Company of Dallas, Texas, who will also furnish covers.

What will be the difference in price for an additional 250 copies above the 750 minimum? In your letter of March the 1st, you indicated that you would write to us in detail as to how you would like the copy prepared. Up to this time, we have not received your reply.

The members of the annual staff and their sponsor have asked me to repeat to you these questions which they have submitted to you in various recent letters. This is a compilation of all their questions and you need not refer to our previous correspondence.

1. Do you design ads for us or shall we design them?
2. Do you care to purchase advertising space in the annual? The page price is \$30, a half-page, \$15, one-fourth page, \$7.50, one-eighth page, \$3.50
3. The art staff wishes to know whether it is possible to cut pieces of paper and paste them on the dummy sheet without having the cut edges show in the offset print, *If so, how?*
4. The pictures have already been sent to you for screening. Please plan to return them as soon as possible. A few more pictures will be submitted to you soon.



5. We expect to have our copy in to you by March 23 and we understand that you will have it in the hands of the cover and binding company not later than May 1st.
6. Send any necessary instructions for making out legends to be drawn or printed and how they should be typed. Shall we send material to be linotyped on separate sheets or shall we follow some other procedure?
7. Can you use Lite Memphis type?
8. Please send a 140 page dummy to our binding company, The American Beauty Cover Company, 2000 Field Street, Dallas, Texas.

Yours very truly,

Herbert K. Walther  
Principal  
Amache Secondary Schools

Tad Sugimoto  
Asst. Business Manager

HKW:rt



# THE SMITH-BROOKS PRINTING COMPANY

DESIGNERS - ENGRAVERS  
LITHOGRAPHERS

PUBLISHING  
PHOTO ENGRAVING  
BOOK BINDING  
STEEL DIE EMBOSsing  
ELECTROTYPING  
CALENDARS  
COLOR PRINTING  
POST CARDS  
SOCIETY STATIONERY  
VIEW BOOKS  
WAX ENGRAVING

ESTABLISHED 1886



1733-1747 CALIFORNIA STREET  
DENVER, COLO.

March 10, 1945

Tad Sugimoto  
Business Manager  
The Onlooker  
Amache Sr. High School  
Amache, Colorado

Dear Sir;

We are sending you under separate cover a dummy book of 128 pages size  $7 \frac{3}{4} \times 10 \frac{1}{2}$  made from paper we have purchased for your job, and a couple of artist's layouts suggesting page layout. Also a sample sheet which we can furnish you in quantity which might help you with your layouts.

In making your layouts mark off the space to be taken by the illustration and indicate with a key letter where you wish the type to go. Furnishing the copy on separate sheets. We will then set the type sending you a proof for correction. When these are returned we will make up and furnish finished proofs for paste up or final copy to be photographed for the finished page. Good photographs are essential if you want good reproduction. We can not print a good picture from a poor snapshot.

A copy of our formal proposal blank is enclosed which please have signed and returned at your convenience.

We are sorry, but we have made it a hard and fast rule not to advertise in any annual which we print. If we do it in one we would have to do so in all, so have had to make this rule.

Trusting we have answered all your questions, we are,

Very truly yours,

THE SMITH-BROOKS PRINTING COMPANY

By

*John T. Brooks*

Secretary



*Miss Kalls -*

In reply, please refer to:

GR:ED:HKW

GRANADA PROJECT  
AMACHE, COLORADO  
March 14, 1945

Mr. Ray Frey  
Frey and Cunningham, Printers  
1412 Glenarm Place  
Denver, Colorado

Dear Mr. Frey:

Our annual staff has been unable to sell as many advance copies as it has expected.

Since they last corresponded with you, they were able to secure a much cheaper price for an offset job.

Under what circumstances would you be willing to release them from their agreement with you?

They are anxious, of course, to repay you for whatever time or materials you have used up to now. Unless, however, they are able to accept the other offer for the offset job, I fear they will not be able to raise enough funds to support this project.

Will you please return the instructions which were sent you concerning the binding of the book? ~~Will you return at once.~~

I hope you will appreciate our dilemma and help the kids out in this situation. I guarantee that you will be repaid for any services which you may have rendered in the past.

Yours very truly,

Herbert K. Walther  
Principal  
Amache Secondary Schools

HKW:rt



In reply, please refer to:

GRANADA PROJECT  
AMACHE, COLORADO

GR:ED:HKW

March 14, 1945

Mr. C. T. Dean  
American Beauty Cover Company  
Dallas, Texas

Dear Sir:

Our annual staff and its sponsor have asked me to submit the following requests to you.

Because of an unpredictable local situation, they have been able to sell only 750 copies of our annual. Would you be able to furnish 750 copies at the same price of 38¢ for the complete cover and binding as per our original agreement and as per your letter of February 15?

We have changed printers, and Mr. John P. Brooks of the Smith-Brooks Printing Company, 1733-1747 California Street, Denver, Colorado, is going to lithograph the book for us.

Please send us, by return mail, the instructions which you sent us to submit to our printer as enclosed in your letter of February 15. Our previous printer has not returned them to us. Mr. Brooks, however, has guaranteed to have the sheets in your hands on May the 1st.

Yours very truly,

Herbert K. Walther  
Principal  
Amache Secondary Schools

HKW:rt



# AMERICAN BEAUTY COVER CO.

MANUFACTURERS OF THE AMERICAN BEAUTY LINE

SCHOOL ANNUAL COVERS • LOOSE LEAF COVERS • EDITION BINDING • COIN BAGS  
PASS BOOKS • CHECK COVERS • WIRE-O-BINDING • CERLOX BINDING IN PLASTIC

2000-2008 FIELD STREET

DALLAS 1, TEXAS

March 16, 1945

Mr. Herbert K. Walther  
Principal  
Amache Secondary Schools  
Amache, Colorado

cc: Smith Brooks Prtg. Co.  
1733 California St.  
Denver, Colo.

Att: Mr. J. P. Brooks, Secy.

Dear Sir:

The original on this letter will go to Mr. Herbert K. Walther and the copy will go to Smith-Brooks for their information.

We have received your letters of the 14th and 13th respectively and fortunately we are able to reduce the order for the "Onlooker" cover from 1000 to 750. The reason for this is there has been a delay in material and we have not been able to get the job cut. We believe, however, that we will be able to get it made up, the covers ready around the early part of May so that we would be ready to bind the job when your books came in and get them out fairly promptly for you.

The price for the covers in 750 lots will be 41¢ each instead of 38¢ in 1000 lots and we are changing our order blank and records accordingly. If this is not satisfactory then please notify us immediately and we will hold up the order.

Regarding binding. An additional sheet regarding binding information and how the books should come to us is being sent along with the letter to Smith-Brooks. This is entirely clear and we believe they will have no trouble of any kind.

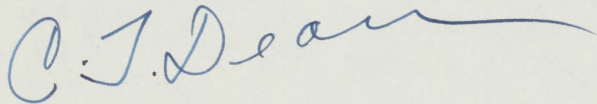
The price on the binding, based on 128 pages, the job to come to us folded and gathered into 8 16's, end sheets separate will be \$18.15 per 100. If we furnish the end sheets then there will be about 2½¢ or 3¢ per book extra charge depending on the kind of end sheet stock we can secure. We should use a 65 pound cover, if possible, but it might be that we would have to use a 50 pound cover. If you want us to furnish the end papers we will try to get 65 pound Hammermill or equal and since you are using a white cover we would suggest a white end sheet. Let us know regarding this as cover paper materials are very difficult to secure and



-2-

we should anticipate our needs.

Yours truly,

A handwritten signature in blue ink, reading "C. T. Dean". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

C. T. Dean  
President

CTD:meh



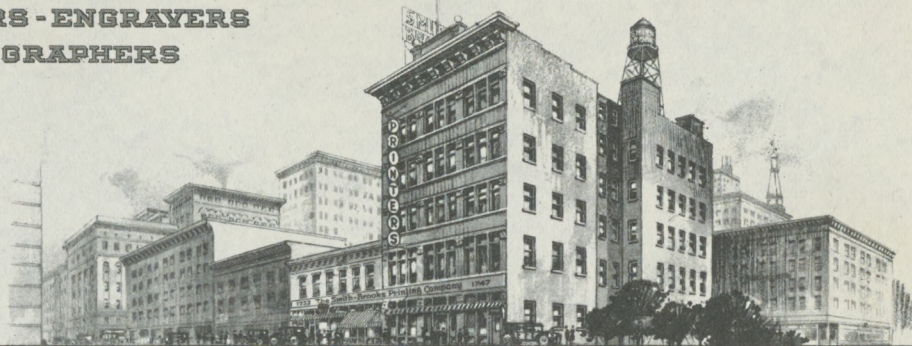
# THE SMITH-BROOKS PRINTING COMPANY

DESIGNERS - ENGRAVERS

LITHOGRAPHERS

PUBLISHING  
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SOCIETY STATIONERY  
VIEW BOOKS  
WAX ENGRAVING

ESTABLISHED 1886



1733-1747 CALIFORNIA STREET  
DENVER, COLO.

May 3, 1945

Mitsue Iwata  
Amache High School  
Amache, Colorado

Dear Miss Iwata:

We are sorry to say that we have not been able to finish the printing of your annual, and that it will be another two weeks before it can be shipped to Dallas.

The type is all set, and we are pulling the proofs today. We are enclosing a set with this letter. In order to save time we think it would be advisable for us to paste up the copy on your lay outs instead of shipping them back to you before photographing. Of course, if we do this it will not be possible for you to make any corrections before we go to press.

As we understand we are to run 750 copies. If this is not correct please let us know. We will hurry the job as fast as possible.

Trust this will be satisfactory, we are,

Very truly yours,

The SMITH-BROOKS PRINTING COMPANY

By

*John P. Brooks*

John P. Brooks

JPB:jw



ONLOOKER

PROFIT AND LOSS STATEMENT AS OF JUNE 15, 1944

INCOME:

Sale of Annuals.....	\$ 900.00	
Sale of Ads in Granada, Lamar, Amache.	<u>166.00</u>	
Total Income		1066.00

COST OF BOOKS:

Annuals (Purchase Price).....	925.00	
Freight Charges.....	<u>13.79</u>	
Total Cost of Books.....		938.79

EXPENSES:

Flowers (Annual Queen).....	4.25	
Receipt Books.....	.91	
Transparent Cement.....	.65	
Ink.....	.30	
Telegrams, Telephone.....	2.36	
Pictures.....	25.43	
Transportation to Denver.....	12.00	
Transportation to Lamar.....	5.00	
Annual Banquet.....	20.91	
Charges for Cashing Checks.....	<u>.25</u>	
Total Expenses.....		<u>72.16</u>
Total payments.....		<u>1010.95</u>
Profit as of June 15, 1944.....		<u><u>55.05</u></u>

BALANCE SHEET

AS OF JUNE 15, 1944

Cash on Hand.....	\$ 55.05	
Annuals on Hand (12 copies).....	18.00	
*Receivables.....	<u>44.00</u>	
Total Assets.....		<u><u>117.05</u></u>

*Taul Takao.....	\$1.50	(Book given but not collected)
James Morioka.....	1.00	( " not given)
Masashi Furuya.....	1.00	( " " " )
Michio Kawanaka.....	1.00	( " " " )
Fumi Amemiya.....	1.00	( " " " )
WRA (25 copies).....	<u>37.50</u>	( " given but not collected)
Total Receivables.....	<u>44.00</u>	

*7 Complimentary copies were sent to various camps.*



June 1943

The Onlooker

The annual is nearing completion. I worked particularly with the art and feature staffs. Emiko Nakano has done outstanding work on the art for the division sheets and Frances Sasano has done well on the feature section.

The business staff sold 475 copies at \$1.25. The annual is to include 18 pages of pictures; 5 division sheets with original drawings representing various phases of school life, all carrying out the theme, Building For Tomorrow. The other 28 pages are to be mimeographed by the students, with the assistance of the Office Services. Most of these pages have some art work on them to break the monotony of printed material and all have lettering done by the art staff.

The contract for the annual was made with the Seright Company and the pictures were taken by Ralph Hoard.

The students will also have the assembling to do.



# Amade High School

## ROYAL BALL

*Sponsored by Onlooker Staff*

Following are some pertinent facts about the Ball:

1. It is to be presented on Saturday, March 10th from 7 o'clock to 11:30 P.M. It is a couples affair, NO EXCEPTIONS will be made.
2. It is a STRICTLY Sports formal. (suit or sports coat and TIE) for boys. Girls should wear anything appropriate for the occasion. ABSOLUTELY no boys will be admitted who do NOT wear ties.
3. The Queen and her four attendants will be announced.
4. Bids will be sold by all members of the ONLOOKER staff. Each bid will be sold for 15 cents per couple, with refreshments sold for 20¢ a plate and 5¢ for drinks.
5. Requests (that is, a certain record will be dedicated to a couple providing, of course, they pay for it) will be made for a nominal charge.
6. The purpose of the dance is two-fold. ~~For~~ One, it provides an outlet for the queen contest. Secondly, it will raise funds for the annual, or, in other words, it is a benefit dance.
7. The public is cordially invited to attend.
8. Bids are on sale.

*Read to class and  
Please Post*



## ROYAL BALL QUEEN

One of the following girls is destined to become the ONLOOKER queen of 1945. Your vote will determine the one who will receive this honor. Vote for the girl whom you consider to be the logical choice according to personality, intelligence and beauty. Vote for one.

Grace Hamada  
Joyce Ikesaki  
**Aiko Kasai**  
Asano Kasai  
Babe Kochi  
Eunice Kumagai

Gladys Matsumoto  
Mey Miura  
Alice Murakami  
Lucy Nakano  
Yoshiko Oda  
Fudge Nimura

June Sato  
Fumi Sotomura  
Cookie Takano  
Shiz Teraoka  
Joyce Yamaura



ANNUAL QUESTIONNAIRE

NAME \_\_\_\_\_

GRADE & SECTION \_\_\_\_\_

1. Would you be willing to help on the annual? Yes \_\_\_\_\_ No \_\_\_\_\_
2. If you are, in what capacity would you like to work?
- 1. Editor \_\_\_\_\_
  - 2. Assistant Editor \_\_\_\_\_
  - 3. Business Manager \_\_\_\_\_
  - 4. Photographer \_\_\_\_\_
  - 5. Artist \_\_\_\_\_
  - 6. Technician \_\_\_\_\_
  - 7. Make-up \_\_\_\_\_
  - 8. Writer \_\_\_\_\_
3. Have you had any experience working on newspaper or annual staff?  
If so, state where and what you did. \_\_\_\_\_  
\_\_\_\_\_



## Activities

Wilcox  
1943

### 1. Annual

Because there was so little time to gather material, have pictures taken, and compile the annual, I feel that the finished product will not be as good as it might otherwise have been.

We began work seven weeks before June 25, with Katsumi Arimoto as editor. J. J. Seright, Publisher, Lincoln, Nebraska, was contracted to print the picture pages, and furnish the paper and covers for the books. The students are doing all of the mimeographing and assembling of the books. Mr. Ralph Heard of Bristol took all the pictures.

Fifty pages, including eighteen picture pages, five division sheets, and twenty seven mimeographed pages are contained in "The Onlooker."

There are approximately thirty-two students on the staff, and their "Onlooker" will be distributed to the 475 subscribers the week of June 21.



## ROYAL BALL QUEEN

One of the following girls is destined to become the ONLOOKER queen of 1945. Your vote will determine the one who will receive this honor. Vote for the girl whom you consider to be the logical choice according to personality, intelligence and beauty. Vote for one.

Grace Hamada  
Joyce Ikesaki  
Aiko Kasai  
Asano Kasai  
Babe Kochi  
Eunice Kumagai

Gladys Matsumoto  
Mey Miura  
Alice Murakami  
Lucy Nakano  
Yoshiko Oda  
Fudge Nimura

June Sato  
Fumi Setomura  
Cookie Takano  
Shiz Terada  
Joyce Yamaura



Amache High School

ROYAL BALL sponsored by the Onlooker staff

Following are some pertinent facts about the Royal Ball. Please read to classes and post. Thank you.

1. The purpose of the dance is two-fold. One, it provides an outlet for the Queen contest. Secondly, and perhaps more important, it will raise funds for the annual, or, in other words, it is a BENEFIT dance.
2. It is to be presented on Saturday, March 10th from 7 o'clock to 11:30 P. M. It is a couples affair, NO EXCEPTIONS will be made.
3. It is a STRICTLY sports formal affair. Boys must wear a TIE and a suit or a sports coat and slacks. Girls may wear anything appropriate for the occasion. ABSOLUTELY no boys will be admitted who do NOT wear ties.
4. The Queen and her four attendants will be announced at this time.
5. Members of the Onlooker staff are now selling bids for fifteen cents per couple. Refreshments will be sold for 20¢ a plate and 5¢ for drinks.
6. Requests (that is, a certain record will be dedicated to a couple) will be made for a nominal fee.
7. The public is cordially invited to attend.
8. REMEMBER THAT THE DANCE IS A BENEFIT.



Name Kunio Nagasugi Grade 82

Are you going to buy an annual? Yes x  
No

How much are you willing to pay? \$ 1.00



## ANNUAL

"WHAT ARE THE QUALIFICATIONS REQUIRED OF A STUDENT ELIGIBLE TO BE ON AN ANNUAL STAFF?" WITH THIS QUESTION THE ANNUAL STAFF OF 1944-45 HAD ITS BEGINNING. AFTER MUCH DISCUSSION OF THE REQUIRED QUALIFICATIONS, A COUNCIL OF STUDENTS AND TEACHERS SELECTED A STAFF OF COMPETENT WORKERS TO BEGIN THE PRELIMINARY WORK OF PUBLISHING AN ANNUAL.

SHARING WITH THE PAPER STAFF, ROOM F BECAME OUR WORKING ROOM AND LATER BECAUSE OF THE INCAPACITY OF THIS SMALL ROOM MOVING TO ROOM 38 WAS NECESSITATED. HERE IN ROOM 38--THROUGH THE DARK COLD HOURS OF THE NIGHT-- BOTH TEDIOUS AND HILARIOUS--THE "ONLOOKER" CAME INTO BEING.

BECAUSE OF THE UNIQUE CIRCUMSTANCES UNDER WHICH OUR "ONLOOKER" WAS PUBLISHED, WE FELT THAT IT MAY BE OF FUTURE HISTORICAL AND SOCIOLOGICAL VALUE. IN ADDITION, WORK ON THIS PROJECT AFFORDED THE STAFF MEMBERS OPPORTUNITIES TO ACQUIRE VALUABLE KNOWLEDGE AND EXPERIENCE, TRAINING IN LEADERSHIP, ASSUMING RESPONSIBILITIES, USING INITIATIVE, JUDGMENT AND COMMON SENSE, TRANSACTING BUSINESS NEGOTIATIONS, DEVELOPING BETTER WORK HABITS, AND LEARNING TO WORK AS A UNIT WITH FRIENDLINESS AND COOPERATION.

OUR ANNUAL FOLLOWED THE DESIRE OF THE OVERWHELMING MAJORITY OF THE STUDENT BODY. THUS, IT HELPED TO ADD SPICE AND LIFE TO OUR SCHOOL SPIRIT AND MORALE.