

Black Hawk,
Colorado
July 6, 1873

To the Trustees of the Publishing Association and to those who labor in the office of Publication:

Though at a distance from you, at our pleasant mountain retreat, we do not cease to have a lively interest for you and for the work in which you are engaged. I seem to stand as president of the Association and as one of the editors of the Review, and until I formally resign, as such, I shall try to do what I can without injuring my health. I do not, however, design to have matters go as they did last summer.

Brother Harmon Lindsay, vice-president of the association, must preside over the interests of the publishing work in my absence. I shall consent to have him correspond with me freely on all matters that he and the other trustees cannot dispose of. I shall hope to hear from him as often as three times each week, and oftener if necessary.

It will be necessary for Brother Lindsay to become acquainted with every part of the work as far as possible, without learning the different trades from the purchase of white paper down to the binding of book and mailing of periodicals.

He is at liberty at any proper time to make any inquiries as to editing typesetting, press work, folding, binding, shipping books and the business in the counting room. He should feel no embarrassment because of his little acquaintance with the business, and any one who would take the least advantage of his want of practical experience should be discharged from the office. While editors, printers, folders and binders and business clerks should be respected as such, Bro. Lindsay must be respected as presiding over the whole while he has the privilege of consulting with me, and while it is expected of Bro. Lindsay in performance of his official duties that he will seek to assist and make all happy it is also expected of the heads of the several departments that they will give him all the information necessary and thus assist him in his work, especially is it his duty to see that the hands work proper hours and that they are properly paid.

He should look particularly to the bindery to see that cases and other stock are purchased to advantage. He should learn from Brother Belden and Sister Van Horn all about the purchase of paper and other stock.

He should not work on the wood or anything else to the neglect of these things.

I shall be glad to hear from editors, foremen and heads of other departments at any time, but the general business of the office must come to me through Brother Lindsay, whose property this statement is.

(Signed) James White