

June 10, 1964

Miss Miriam Hall
1204 South 59th Street
Belleville, Illinois

Dear Miss Hall:

We look forward to having you join the staff of the Psychiatric Research Foundation and the Missouri Institute of Psychiatry as Computer Programmer-Analyst, effective on or about July 1, 1964, at a minimum salary of \$610.00 per month.

In this position, we would be pleased to have you participate in the research programs and computer application of the studies of the mentally ill, now under the direction of Mr. Don Shapiro, of the Computer Center of Washington University.

Employees of this Institute are subject to the rules and regulations of the Division of Mental Diseases of Missouri, which provide accrued vacation time at the rate of 1-1/4 days per month, sick leave at the rate of 1-1/4 days per month, and paid holidays as stipulated by the Governor. During 1964 there were ten paid holidays. The work week is 40 hours, but the actual hours of employment will be determined by the needs of the program. In general, they are from 9:00 a.m. to 5:00 p.m., or 8:30 a.m. to 4:30 p.m. daily. A noon-day meal will be provided at nominal cost through the St. Louis State Hospital.

I look forward to having you join the staff.

Sincerely yours,

Max Fink, M. D.
Executive Director

MF/jb

cc: Don Shapiro