

24 Woodland Drive  
New Ulm, MN 56073

November 11, 1985

Dear Professor Tiefel,

It was my pleasure to speak with you briefly yesterday at St. John's Church of Mequon.

You discussed the possibility of undertaking an organ project at the seminary soon. You and Professor and Mrs. Vallesky spoke about the possibility of my assisting with the work. I consider it an honor to be considered for this work and I am most happy to offer my services.

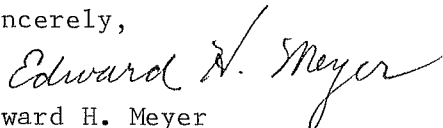
If I am to serve as the organ consultant, however, there are a few preliminary matters which need attention. First, it is necessary to have it on record that I have been retained as the organ consultant. No doubt, the seminary administration can arrange for this action. It is necessary to have this formal "engagement of services" in the event a dispute arises between the purchaser and the supplier.

Secondly, the seminary should be aware of financial arrangements before work is begun. It is my policy to ask the purchaser of the organ to re-imburse me for all out-of-the-pockets expenses such as travel, meals and lodging enroute and at the site, telephone charges, printing costs, if any, etc. Sometimes, in order to keep costs low, two contacts are scheduled on each trip and then costs are shared between the two congregations. In the past, no set fee has been established for the work. Congregations, however, provide a gratuity at the completion of the project.

Again I am pleased to be asked to work with you and others of the seminary. While the date is yet early, we will need to proceed immediately in order to have a new organ by fall of 1988, the date you suggested to me yesterday.

Let us discuss the matter in detail while you are in New Ulm on December 8. In the meantime call me at home 507-354-6202 or at college 507-354-8221.

Sincerely,



Edward H. Meyer