Shepherd's Center of Richmond 1983-1995
Miss Sue Hirt  
7301 Normandy Drive  
Richmond 23229

Dear Sue:

On behalf of The Shepherd’s Center, I want to thank you for your willingness to once again teach at the Open University during the Fall Term. We are delighted you will be with us and grateful that you give so generously of your time and talent.

This is to confirm that you will be teaching Feldenkrais—Awareness Through Movement at 1:30 p.m. at First Presbyterian Church, 4602 Cary Street Road. It will meet each Thursday for 8 weeks from [September 21] through [November 9]. As you know, classes are about 50 minutes long.

If there is anything you need for the class or you have any questions, please feel free to call me at 355-7282.

We look forward to an exciting Fall Term. Thank you for the important part you play in making that possible.

Hope you and Marguerite are having a good summer.

Sincerely,

Janyce H. Olson  
Executive Director

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Janyce H. Olson  
Executive Director

4900 Augusta Avenue, Suite 102  
Richmond, Virginia 23230  
(804) 355-7282
Miss Sue Hirt  
7301 Normandy Drive  
Richmond, VA 23229

Dear Sue:

On behalf of The Shepherd’s Center, I want to thank you for once again teaching at the Open University. I don’t know what your magic tricks are but you certainly produce enthusiastic students. It is a real pleasure having you with us.

We are very pleased you are willing to teach again in the fall. I expect to begin scheduling in the next couple of weeks. I will be in touch with you to firm up your schedule since you mentioned in our last conversation that you wanted to think about whether or not to do an eight-week course.

The Shepherd’s Center program is greatly enriched by you and what you teach. It is because of generous volunteers like you that the Open University is such an exciting place to learn. We are very grateful.

Hope you and Marguerite have a wonderful summer.

Sincerely,

Janyce A. Olson  
Executive Director
Ms. Sue Hirt  
7301 Normandy Drive  
Richmond, VA 23229  

Dear Sue:

On behalf of The Shepherd's Center, I want to thank you for another term of teaching at the Open University. We are exceedingly fortunate that you are willing to share your time, talent, energy and enthusiasm so willingly. You enrich our program as well as the lives of those you teach.

This is to confirm that you will once again be teaching Feldenkrais - Awareness through Movement during the Spring Term at First Presbyterian Church, 4602 Cary Street Road. The class will meet at 1:30 p.m. for eight Thursdays beginning March 30, ending May 25. It will not meet April 13 because the church requests that we not use its facility the week before Easter. As you know, each class period lasts 50 minutes.

If you have any suggestions or questions, please feel free to call me at 355-7282.

The Shepherd's Center is able to offer quality programming at the Open University because of the generosity of people like you. We are very grateful.

Sincerely,

Janyce M. Olson  
Executive Director
November 22, 1994

Ms. Sue Hirt
7301 Normandy Drive
Richmond, VA 23229

Dear Sue:

On behalf of The Shepherd's Center, I want to thank you for another successful eight weeks of Feldenkrais at the Open University. We are so fortunate that you are willing to continue to share your time and talent with us. You make available an important service for our members. The regular attendance at each class is a tribute to you.

This is to confirm that you will once again be teaching Feldenkrais - Awareness through Movement, 1:30 p.m., at First Presbyterian Church, 4602 Cary Street Road. The class will meet each Thursday for eight weeks from January 12 through March 2. As you know, each class lasts 50 minutes.

If you have any questions or suggestions, please feel free to call me at 355-7282.

The Shepherd's Center has had a wonderful time celebrating its tenth birthday in 1994. We are grateful to generous donors and volunteers like you whose support throughout the years has made it possible.

May the coming holiday seasons be a time of special joy for you and Marguerite.

Sincerely,

Janyce E. Olson
Executive Director
Ms. Sue Hirt
7301 Normandy Drive
Richmond, Virginia 23229

February 18, 1993

Dear Sue:

We are delighted that you have once again agreed to teach for the Shepherd’s Center/VCU Free University Spring 1993.

The course you will be teaching is titled "Feldenkrais Exercises" and is scheduled for 1:30 p.m.

The classes during the upcoming Spring session are being held every Thursday between March 25 and May 20 at First Presbyterian Church at 4602 Cary Street Road.

On behalf of both Pat Brown at VCU and the Shepherd’s Center, we would like you to know how much we appreciate your having agreed to contribute so generously your time and talent to this project.

Sincerely,

Linda M. Shields
Executive Director

LMS:1
January 21, 1993

Miss Sue Hirt
7301 Normandy Drive
Richmond, Virginia 23229

Dear Sue:

You have longevity at the Free University. I don’t think there is another teacher with more seniority. We appreciate your dedication and generous donation of time. Without you we couldn’t have the exercise program we do.

I hope things are going well for you this winter. We certainly hope you can continue to help at the Free University. It means so much to everyone.

Thanks again for your help.

Sincerely,

Linda
Linda M. Shields
Executive Director

LMS/1
Miss Sue Hirt  
7301 Normandy Drive  
Richmond, Virginia 23229  

July 16, 1993  

Dear Sue:

We are delighted that you have again agreed to teach for the Shepherd's Center Open University Fall 1993.

The course you will be teaching is titled "Freudenkraus-Awareness Through Movement" and is scheduled for 1:30 p.m.

The classes during the upcoming Fall session are being held every Thursday between September 30 and November 18, 1993 at First Presbyterian Church at 4602 Cary Street Road.

On behalf of the Shepherd's Center, we would like you to know how much we appreciate your having agreed to contribute so generously your time and talent to this project.

Sincerely,

Linda

Linda M. Shields  
Executive Director

LMS/1
Ms. Sue Hirt  
7301 Normandy Drive  
Richmond, Virginia 23229

June 4, 1993

Dear Sue:

If I could clone you I would! What dedication to enriching the lives of others by helping them continue to move and remain agile. You have made a difference to so many people.

I hope you have a restful summer after teaching for us during the fall, winter and spring sessions. You have truly made a special donation to the Shepherd’s Center - and we are most appreciative.

Sincerely,

[Signature]

Linda M. Shields  
Executive Director

LMS/1

4900 Augusta Avenue, Suite 102  
Richmond, Virginia 23230  
(804) 355-7282
March 3, 1992

Dear Sue:

We are delighted that you have once again agreed to teach for the Shepherd's Center/VCU Free University Spring 1992.

The course you will be teaching is titled "FELDENKRAIS - AWARENESS THROUGH MOVEMENT" and is scheduled for 1:30 PM.

The classes during the upcoming Spring Session are being held every Thursday (except April 16) between March 19 and May 15 at First Presbyterian Church at 4602 Cary Street Road.

On behalf of both Brownie Hamilton at VCU and the Shepherd's Center, we would like you to know how much we appreciate your having agreed to contribute so generously your time and talent to this project.

Sincerely,

Linda M. Shields
Executive Director

P.S. Sue, please take a break. Start your course when it suits you.
Ms. Sue Hirt  
7301 Normandy Drive  
Richmond, Virginia 23226

March 25, 1992

Dear Sue:

You do so much good for students at the Shepherd's Center / VCU Free University. You'd be surprised at how many of your following come only for your class! One of your students was telling me several weeks ago that she feels that it helps her arthritis better than anything else.

Thank you for your participation in the Winter session of the Shepherd's Center/ VCU Free University on behalf of the center and of Brownie Hamilton of VCU. These sessions are proving to be a great benefit in helping elderly Richmonders to continue to live meaningful, interesting as well as independent lives.

A special luncheon honoring the center's volunteers is being planned for June 3 at St. Stephen's Episcopal Church. Circle the date. We'll be sending you more information later when plans are complete.

Sincerely,

Linda M. Shields  
Executive Director

LMS/1
June 17, 1992

Miss Sue Hirt  
7301 Normandy Drive  
Richmond, Virginia  23229

Dear Sue:

What a dedicated teacher! You have made such a contribution to the Shepherd’s Center and I hope you feel as positively about your work as we do. You make such a difference in the lives of so many people.

We hope you are willing to come teach for us again in the fall. I am currently working on putting the schedule together so if possible, could you give me a call and let me know if you and teach and what time is most convenient?

On behalf of Brownie Hamilton at VCU and the Shepherd’s Center we certainly appreciate your generous donation of time and talent.

Sincerely,

Linda M. Shields  
Executive Director
Dear Sue:

We are delighted that you have once again agreed to teach for the Shepherd’s Center/VCU Free University Winter 1993.

The course you will be teaching is titled Feldenkrais Awareness Through Movement and is scheduled for 1:30 p.m.

The classes during the upcoming Winter session are being held every Thursday between January 7 and February 25, 1993 at First Presbyterian Church at 4602 Cary Street Road.

On behalf of both Pat Brown at VCU and the Shepherd’s Center, we would like you to know how much we appreciate your having agreed to contribute so generously your time and talent to this project.

Sincerely,

Linda M. Shields
Executive Director

LMS:ls
June 19, 1988

Miss Susanne Hirt
7301 Normandy Drive
Richmond, VA 23226

Dear Sue:

Thank you so much for having agreed to teach for the VCU Free University and the Shepherd Center program this fall.

Your course is scheduled for Fridays, September 16-23-30 October 7-21 28 November 4-18 and December 2, 1988 at 11:00 a.m., and it is located at Grace Covenant Presbyterian Church, 1627 Monument Avenue. There is a parking lot behind the church and a door facing the parking lot that leads into the center.

On behalf of both VCU and the Shepherd's Center and particularly on behalf of Bob Seiler, we would like you to know how much we appreciate your having agreed to contribute so generously of your time and talent to this project again!

With best regards,

Eugenia Williams, Coordinator
Free University

/mjb

xc: Robert Seiler

*Should you have any special needs, please let either Bob or me know.
December 5, 1988

Miss Susanne Hirt
7301 Normandy Drive
Richmond, VA 23226

Dear Sue:

Thank you for your participation in the Free University's fall program for senior citizens at the Shepherd's Center, Grace Covenant Presbyterian Church. On behalf of both Virginia Commonwealth University and the Shepherd's Center, and particularly on behalf of Robert Seiler, I would like you to know how much we appreciate your generous contribution of time, effort, and talent.

Again, many thanks.

With best regards,

Eugenia Williams
Coordinator
Free University

mjjw

xc: Robert Seiler