



AMERICAN INSTITUTE of ELECTRICAL ENGINEERS

345 EAST FORTY-SEVENTH STREET, NEW YORK 17, N. Y.

PLAZA 2-6800 (AREA CODE 212)

December 1, 1961

To The AIEE Executive Committee
and Merger Study Committeemen

MEETING DECEMBER 14

Gentlemen:

The President finds it desirable that there be a meeting of the Executive Committee with the AIEE members of the several Merger Study Committees. He has selected the time and place as follows:

9:00 A.M. Thursday, December 14, 1961
East Board Room, 10th Floor UEC
345 East 47th Street, New York 17, N.Y.

There will be several matters of importance on the agenda:

1) Constitution for the Consolidated Institute

It is expected that the first draft of this document will be available for review by December 14. It is desirable that the proposed constitution receive as much preliminary consideration as possible before formal presentation to the Boards of the two Institutes in January and February.

2) Proposed TOD Forum Theme

TOD is planning to devote its 1962 WGM Forum to the discussion of basic problems involved in planning the continuity and expansion of AIEE technical activities and services in the proposed merger. These plans should be reviewed.

3) Member Participation in the Merger Decision

A program for District and Section stimulation of member interest and participation in discussion and balloting on the proposal, if and when approved by the two Boards.

4) Intersociety and Business Impact

The impact of merger discussion on the present and future intersociety relations and the business affairs of AIEE such as advertising and exposition.

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merger

93

2.8.84

5) Routine Executive Committee Business

It will be necessary for the Executive Committee members only to remain in session for an additional hour to dispose of such matters as the Financial Report for the six months May through October; and possible budget adjustments suggested thereby.

WILL THE EXECUTIVE COMMITTEE AND THE MERGER COMMITTEE MEMBERS ADDRESSED PLEASE RETURN THE ENCLOSED POSTAL CARD INDICATING THEIR INTENTIONS WITH RESPECT TO ATTENDANCE AT THIS MEETING.

Cordially yours,



N. S. Hibshman
Secretary

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Encl.