



AMERICAN INSTITUTE of ELECTRICAL ENGINEERS

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

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To the Members of the
Board of Directors, AIEE
(Incumbent and Elected)

Gentlemen:

A strong organization for IEEE requires that we obtain the best possible AIEE people in the three following categories: 1) Board of Directors, 2) Officers, 3) Task Forces.

I would like to go to the first meeting of the 14-Man Committee on July 11 with a preliminary list of qualified and willing AIEE members to be considered for appointment and nomination. I need your help now.

As we agreed at Denver, suggestions for appointments, nominations, and IEEE policies should be routed through the present AIEE Department Directors and Board Committee Chairmen. What I need right now, by July 6 if possible, is a list of names for preliminary consideration by the 14-Man Committee - one copy to me at 750 Huron Road, Cleveland 15, Ohio, and one to Secretary Hibshman in New York. I will refer these back for AIEE departmental and committee review later.

A terrific amount of intensive work needs to be done between July 11 and January 1, 1963.

First, we need TASK FORCES to draft the IEEE Bylaws and operating manuals for Sections, Branches, Regions and Districts, Professional Technical Groups, and the Technical Operating Committee.

We need other TASK FORCES to plan the organization and functions of the standing committees: Awards, Board of Examiners, Editorial Board, Education, Fellow, Finance, History, International, Nominations and Appointments, Professional Technical Groups, Student Branches, Sections, Technical Operating, Tellers.

At the same time, we must develop a strong slate of DIRECTORS and OFFICERS. These men must be from among our very best and willing and able to work intensively, especially for the first year of IEEE. Four Board meetings and ten Executive Committee meetings must be backed up by a lot of homework and committee work. I figure this slate must be ready for submission to the memberships of AIEE and IRE by August 15.

Give me names, lots of names, of good men and true. Indicate the job for which each is best fitted. The more experience they have had in AIEE the better. Our ability to man these Task Forces and to develop a strong slate of Directors and Officers will be the most important factor in getting IEEE off to a good start.

Cordially and sincerely,

Warren H. Chase

Warren H. Chase
President

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