MEMO

To: Basilla
From: MSS

January 18, 1954

Major points covered in this morning's conference requiring immediate attention:

1. ADVISORY BOARD MEETING - WEDNESDAY, JANUARY 20

   A. Report from Basilla
      1. Current plans
         Feb. 1 Mayor's Committee
         Feb. 3 Jimmy Piersall
         Feb. 14 TABS' Seminar

         Development of the Jr. Brotherhood panel
         Beginnings of the Glee Club
         Review of all (or most recent) speaking.
         Need for publicity on these things - Abe Plotkin


   C. Fund-raising and closer relationship of Advisory Board members to entire project.....Jack Cohen

N.B. Hopefully, we shall try to get your report mimeographed before the meeting.

2. CONFERENCE TIMES WITH MSS

   Monday mornings - 10:30 until 11:30 a.m.

3. Office and paper work assistance

   Thursdays - 1:00 - 2:00 with Ginny Battle

4. Make out a work schedule showing regular night meetings, and indicate what you would like your day hours to be.

5. Decision on maximum gas allowance so that Gulf bills may be met and future difficulties avoided.

6. MAYOR'S COMMITTEE MEETING

   Work out with me details of plans.
   Get names of groups we would suggest for invitations from Mayor's Committee - 1 adult and so many delegates?
   MSS to send draft of invitation letter to Theffernan.

On the matter of the Evaluation of Citizens for Tomorrow, I shall try to have a copy for you very soon. In the meantime, will you please try to arrange tomorrow afternoon around noonertime to go
over the applications for Youth Council membership? I think it important to have this material for Wednesday's meeting.

O.K.? 

BUDGET

All budget and monetary problems are to be worked out with OPS. Amounts which seem reasonable for telephone, postage, stationery, etc. will be set and it will be your responsibility to figure out how you can work within these limits. For example, if you run short of stamps prior to the mailing of an announcement, etc. perhaps the Youth Council members could be persuaded to deliver flyers to various key spots in the community.