

December 11, 1962

MEMORANDUM TO: Members and Observers, Joint Merger Committee

FROM: D.G. Fink, Secretary

SUBJECT: Agenda for IEEE Board of Directors Meeting,
January 8 - 9, 1963 (First Draft).

The following items should be acted upon by the IEEE Board of Directors at its first meeting. Other items are solicited from the members and observers of the Committee.

1. Adoption of IEEE Bylaws, including specifically the establishment of Region 9.
1a Election of Region 9 Emeritus Directors
2. Appointment of Officers. *as specified (5r Past Pres IEEE, Warren Chase)*
3. Appointment of Executive Committee.
4. Appointment of Standing Committees (in accordance with the Bylaws, the following Committees are to be appointed by the Board: * Awards Board, * Editorial Board, Fellow Committee, Intersociety Relations Committee, ** Nomination and Appointments Committee, Tellers Committee. The eleven other Standing Committees are to be appointed by the Executive Committee. * *Ch be member of Board* ** *All members of Board* (Exec. Com. appoints 11 other committees)
5. Adoption of the IEEE Emblem. *Hand samples Samples of letterheads and logos to Banners*
6. Approval of the 1963 Operating Budget.
7. Approval of Other Actions Recommended by the Joint Merger Committee. (These will be listed in detail in a later draft of the agenda.)
New Board approves all actions of 14-man Com.
8. Schedule of Board of Directors Meetings - Dates and Locations.
9. Members for Life Resolution. *applies to M of C of other societies*
10. Bank Resolution.
11. Appointment of Representatives to Other Bodies. (A list will be prepared for a later draft of the agenda.)
12. Discussion of Procedure and Schedule for Revision of Bylaws. *(legal recommendation)*
13. Instruction to Executive Committee Concerning Management of Headquarters Staff.

17 total
committees

2.11.128

