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American Committee on Africa

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George M. Houser
Executive Director

Homer A. Jack
Associate Executive Director

December 8, 1959

To: The Members of the ACOA Executive Board

From: George M. Houser

It has been found necessary to call a special meeting of the Executive Board. The place will be the office, and the time 5:30 on Tuesday, December 15th. There will be only two items on the agenda -- a discussion of putting the American Committee on Africa on a membership basis, and the necessary changes in the By-laws. Enclosed is a memorandum outlining a suggested membership plan, together with the proposed revisions in the By-laws.

This is the first special meeting of the Board that has ever been called. The reason for doing it now is that it is important that if the Board approves changing our basic structure to that of a membership organization, this should be known now so that we can prepare for what we must do early in 1960 to implement such a decision. Also if we hope to arrange for a chartered flight to Nigeria in October, it will be necessary for us to be a membership organization.

In order for the By-laws to be amended a majority of the members of the Board must vote affirmatively. This means thirteen members of our present Board. Therefore you are urgently requested to be present for the meeting, and on time. Since several Board members are either living outside of New York City or happen to be out of the country at this moment, we will not have many more than the minimum necessary to reach decisions at the meeting. It is particularly important, then, that everyone who attends arrive on time.

The meeting should adjourn by 7 p.m.