

# FOURTH NATIONAL CONFERENCE ON EXCHANGE OF PERSONS

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NATIONAL PARTICIPATING AND OBSERVER ORGANIZATIONS

SAN FRANCISCO, CALIFORNIA, NOV. 30 - DEC. 3, 1960

CONFERENCE SECRETARIAT: Institute of International  
Education, 1 East 67th Street, New York 21, N. Y.,  
LEhigh 5-3400 Cable Address: INTERED

#6

November 7, 1960

## MEMORANDUM

TO: Participants in the December 1 Panel Discussions  
FROM: Pearl G. Purcell, Chief of Secretariat  
SUBJECT: Meeting of Panelists

Kenneth Holland, President of the Institute, would like to meet with the chairmen, panelists and rapporteurs of all the December 1 panel discussions on Wednesday, November 30 from 10:30 to 11:30 a.m. The meeting will be held in the Pacific Heights and Presidio Rooms (combined) on the mezzanine floor of the Jack Tar Hotel in San Francisco.

The purpose of the meeting will be to discuss (1) the conduct and "coverage" of the December 1 sessions and (2) procedures for reporting the findings of each panel discussion to the concluding plenary session of the Conference.

We hope that your travel plans are such as to permit you to attend this meeting.