

MEMO# 1614

December 22, 1989

AGENDA FOR UPCOMING JANUARY MEETING AND MINUTES OF LAST MEETING IN SEPTEMBER

December 22, 1989 TO: PUBLIC INFORMATION COMMITTEE NO. 38-89 RE: Agenda for Upcoming January Meeting and Minutes of Last Meeting in September

Enclosed is the agenda for the upcoming meeting of the Public Information Committee and the minutes for the last one. You will see that the January session will be chaired by Steve Norwitz of T. Rowe Price. As most of you know, Rab Bertelsen resigned from that position in September because he is taking on new responsibilities at Fidelity. Welcome Steve! Steve would like to begin the meeting with a discussion on the committee's Statement of Purpose. He wants you to think about what you want from the Public Information Committee. He also requests that you start thinking about matters you want to discuss including a focused discussion of unusual or particularly interesting conversations with reporters that you are willing to share with the group. In addition he would like to discuss story ideas you are currently promoting and what themes/stories the Institute should be emphasizing. You will also note that the session begins in the morning and extends through lunch into early afternoon. There has been general agreement that a longer session would be helpful. You should already have received detailed information on our next meeting, which will be held at the Pointe (at Squaw Peak) in Phoenix on January 17. Please make your own hotel reservations right away and return your meeting registration form to Ms. Claire Gurnee at the Institute. If you have any questions, please call me at 202/955-3535 Kathryn Morrison Director-Broadcast Information Services

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