

April 27, 1967

MEMORANDUM

To: All Department Heads

From: Mayor Ivan Allen, Jr.

Your presence is requested at a Department Heads' Meeting on Wednesday, May 3rd at 10:30 a. m. in Committee Room #2.

Mr. Irving Kaler, Chairman of the Community Relations Commission, together with Mrs. Eliza Paschall, Executive Director, will be present to brief the department heads on the activities of the Community Relations Commission.

If you are unable to attend this meeting, please send your first assistant.

IAJr:lp