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January 23, 1967

Miss Faye Yarborough
c/o Office of Mayor Ivan Allen, Jr.
City Hall
Atlanta, Georgia

Dear Faye:

Enclosed you will find copies of the Agenda for the January 27, meeting of the Community Relations Commission. You will remember that we will convene at 1:30 p.m., on that day in Room #2 at City Hall. Please distribute copies of the Agenda to members of the Commission.

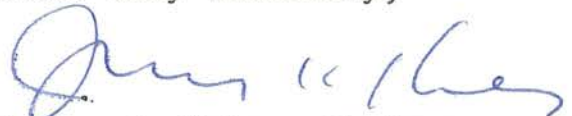
In anticipation of the meeting, I should also appreciate your confirming with Mr. Monroe that:

- (a) There will be sufficient chairs for all the Commission members in Committee Room #2.
- (b) We will need pads and pencils for all members of the Commission.
- (c) The usual ash trays, carafes of water, etc.

I understand that the conference table in Committee Room #2 is not large enough for all the Committee members to sit around. Nevertheless, I am hopeful that they will be able to group around the table somehow and perhaps in two rows. I will rely upon you to make all the necessary arrangements with Mr. Monroe as to the appointments for the meeting.

Again, thank you for your kind and generous assistance.

Yours very sincerely,



Irving K. Kaler, Chairman
Community Relations Commission

IKK:db
Enclosures