

UNITED STATES GOVERNMENT

Memorandum

TO : State-Based Staff

DATE: 10/13/72

FROM : John H. Barcroft

SUBJECT: October 17th Meeting

We will meet at my apartment at 9:30 a.m. on the 17th and we will plan to adjourn around 5:00 p.m. that afternoon. I would like for you to be my guests for lunch.

You recall that we listed 15 or 20 possible topics for discussion at our October 17th session, and that as we discussed them many seemed to fit under some very general headings even though we did not originally list them within categories. What this outline does is simply to identify some important areas of discussion and to list under them some specific subjects that we all felt needed to be discussed. Do bear in mind, therefore, that the items listed under each area are autonomous matters for discussion as well as matters which the general heading would seem to evoke in any event.

The areas for discussion on October 17th are as follows:

- 1) What are we trying to get state-based committees and their staffs to do.
 - a) to involve academic humanists;
 - b) to speak to public program concerns;
 - c) to relate to a broad adult public;
 - d) to achieve this by the use of
regrants broadly across the state;
 - e) is this all feasible?
- 2) Why aren't they doing this (i.e., where are we running into problems)?
 - a) committee composition;
 - b) committee staff;
 - c) articulation of the program through
many mouths ("the oral tradition");
 - d) lousy processes.



3) How do we motivate committees?

- a) information (e.g., newsletter);
- b) intervention;
- c) staff travel;
- d) national conference;
- e) "chemistry" of NEH staff liaison with committee and state staff; prior experience; possible switching of states.

4) Staff recruitment (if time permits, staff training as well).

5) Relationship of series to state-based program.