

November 5, 1974

Memorandum to Professors Adler, Borel, Geertz, and Gilliam

I have received and incorporated the corrections suggested by Messrs. Borel and Gilliam. If you agree, I propose to circulate the document to the Faculty with a covering letter, a draft of which is attached. I would appreciate any comments.

Carl Kaysen

Attachment

THE INSTITUTE FOR ADVANCED STUDY

PRINCETON, NEW JERSEY 08540

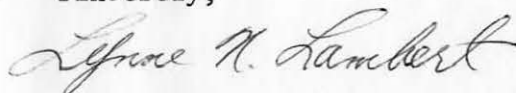
February 21, 1974

Memorandum to Messrs. Adler, Geertz, Gilliam, and Selberg

Gentlemen:

Mr. Petersen has asked me to inform you that the Saturday meeting of the Governance Committee will be devoted to a discussion of selection and functions of the Director. We will begin at 10:00 a.m. In order to allow time for discussion that might be easier in the Director's absence, he has invited the Director to join the group at 11:30 a.m.

Sincerely,

A handwritten signature in cursive script, reading "Lynne N. Lambert".

Lynne N. Lambert

Professor Stephen L. Adler
Professor Clifford Geertz
Professor James F. Gilliam
Professor Atle Selberg

cc: Dr. Kaysen
Mr. Petersen

February 21, 1974

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THE INSTITUTE FOR ADVANCED STUDY

PRINCETON, NEW JERSEY 08540

Telephone-609-924-4400

THE DIRECTOR

April 30, 1974

Memorandum to the Board of Trustees of the Institute for Advanced Study

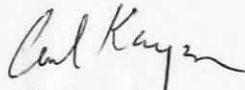
Ladies and Gentlemen:

The date for the fall meeting has been fixed for September 28, 1974 in Princeton, beginning at 10:00 a.m. and lasting through lunch. In the afternoon, the opening reception for the Faculty members will be held. All members of the Board who can remain for the reception are urged to come and all spouses who are able to are more than welcome. A reminder will be sent to you early in the Fall.

The Executive Committee meeting to which all members of the Board are invited is scheduled for Saturday, 14 December, also in Princeton, from 10:00 a.m. through lunch.

The next spring meeting will be as usual at the end of April, namely, Friday, 25th and Saturday 26th, 1975.

Sincerely yours,



Carl Kaysen

Messrs: Dilworth, Forrestal, Hansmann, Hochschild, Houghton, Linder, Petersen, Roth, Segal, Simon, Solow, Straus, Taplin, Watson

Mmes: Gray and Whitehead

To the Board Members of the Governance Committee:

Howard Petersen suggests 5 October and 7 December as the dates for the two set meetings of the Committee. Are these possible for you?

OK

// OK
RHS

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THE DIRECTOR

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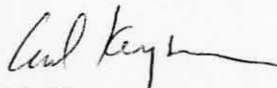
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To the Members of the Governance Committee: Howard Petersen suggests 5 October. and 7 December as the dates for the 2 set meetings of the committee. and are these possible for you?

[Straus 1-6 London]
previous Sat

Handwritten notes on the right margin:
May 5 Oct + 7 Dec
B. L. m. 14
per.
C. K. m.
per.

January 7, 1974

Memorandum to the Trustees Members of the Committee on Governance

This is to remind you that the Committee will meet again on the 19th of January. Professor Adler has circulated the attached to the Faculty since our last meeting. It will be discussed at a Faculty meeting on the 15th of January, and I will be reporting to you probably by telephone on the outcome of that discussion.

Carl Kaysen

Mr. H. C. Petersen, Chairman
Mrs. H. H. Gray
Professor R. M. Solow
Mr. D. B. Straus

Enclosure (*adler memo of Jan. 3, 1974*)

THE INSTITUTE FOR ADVANCED STUDY

PRINCETON, NEW JERSEY 08540

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THE DIRECTOR

October 12, 1973

Memorandum to the Trustees Members of the Committee on Governance

The first meeting is now confirmed for 10:00 a.m., Saturday, November 3, in the Board Room.

As I told those of you with whom I talked, I shall be absent from Princeton that day. In view of the fact this is the first meeting, I think my absence is useful rather than otherwise.

Please let Mrs. La Brutte know if she can be helpful in any way.


Carl Kaysen

Mr. H. C. Petersen, Chairman
Mrs. H. H. Gray
Professor R. M. Solow
Mr. D. B. Straus

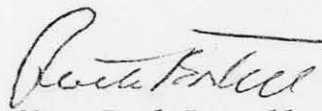
THE INSTITUTE FOR ADVANCED STUDY
PRINCETON, NEW JERSEY

OFFICE OF THE DIRECTOR

October 12, 1973

To the Members of the Faculty-Trustee
Committee on Governance:

10:30
Meeting dates for this Committee have now
been confirmed for Saturday, November 3, and Saturday,
December 8. On November 3 the meeting will begin
at ~~10:00~~ A.M. and continue through lunch and as long
as may be necessary into the afternoon. It will be
held in the Board Room.


Mrs. Paul Bortell

Professors Adler, Geertz, Gilliam, Selberg

cc: Mrs. Stalcup

THE INSTITUTE FOR ADVANCED STUDY
PRINCETON, NEW JERSEY 08540

THE DIRECTOR

August 15, 1973

Memorandum to the Committee on Governance,
Board of Trustees

Ladies and Gentlemen:

We will meet Friday evening, September 28,
before the Board meeting at 6:30 at Olden Farm.
The meeting will go through dinner and for what-
ever discussion seems appropriate.

Sincerely,

Carl Kaysen

Mr. Harold Petersen, Chairman; Mrs. Hannah Gray,
Solow, Straus

	<u>October 14</u>	<u>October[^] 21</u>	<u>November 3</u>	<u>December 8</u>
ADLER	--	?	Yes	Yes
GEERTZ	Yes	--	Yes	Yes
GILLIAM	*Yes	*Yes	Yes	Yes
SELBERG	** ?	Yes	Yes	Yes

*Will be away on whichever date you don't choose; needs to know immediately.

**Thinks that is too soon for getting instructions from the School.

Straw
availability

Fri. pref.
but all ok,
6 Oct.

all
ok

8/73

Nov. 17- } No
Dec. 15- }



Nov. 3 } Yes
Dec. 8- }

Hannah Gray - for
Fall meetings

ok for 28th
not sure
29th

MASSACHUSETTS INSTITUTE OF TECHNOLOGY
DEPARTMENT OF ECONOMICS

CAMBRIDGE, MASSACHUSETTS 02139

West Tisbury, Mass. 02575
July 27, 1973

Ms. Lynne N. Lambert
Institute for Advanced Study
Princeton

Dear Ms. Lambert:

As far as I can see now, November 3 and 17 and December 15 are OK for me. December 8 is more troublesome: I have something scheduled for that day--but it's a meeting I wouldn't mind missing, so unless it turns out to be very important, I could probably skip it and come to Princeton instead. So don't change these dates on my account.

Many thanks.

Sincerely yours,

Robert Solow

Robert M. Solow

*away tell
after
Labor Day
told sec. She'll
have him write,*

Calendar Notes for CK this summer

When CK appears in August, check with Howard Petersen on schedule for meetings of the Governance Committee. Perhaps the first one might be Saturday, 6 October. Mr. Petersen will be away most of October.

(Have written secretaries of Mrs. Gray and Messrs. Solow and Straus making the following suggestions - and asking for other possibilities -

November 3 and 17

December 8 and 15

OK
OK
28th

done Gray, Solow, Straus

17 & 8