

be presented at this meeting and the further need presented. In case it is the community's first effort, care should be taken to have some one acquainted with the working of the Fund, outline its work and present the need. Great care should be exercised in appointing members of the various committees. We suggest either of the following methods: Committees may be drafted before the meeting by those who are really responsible for the undertaking and the names submitted to the meeting for approval; or, a small nominating committee may be appointed by the meeting and given power to draw up the various committees. We rather prefer the former method especially if the real workers can be induced to be at this organization meeting as they are then committed to the proposition from the outset, but either method will prevent the appointment of unsuitable committee men by an open meeting, and secure a sound standing for the organization as no one can then say that it is working without the authority of the community.

In order that the effort be commensurate with the need, and in accordance with the giving power of the community, care should be taken to "aim high." An objective hard to reach will stimulate the workers and appeal strongly to the average citizen living in days that demand more than ordinary. The objective and the date of the campaign should be decided upon by the public meeting and kept before the people from the outset in order that the community may feel that anything less than the objective would be a reverse in the community life.

As for the form of organization, we have found the following effective. The work of the campaign is divided among Management Committee, Publicity Committee, Finance Committee, List Committee and Team Captains. The work of the Management Committee is that of general supervision and direction of the whole campaign in order that the work may be carried out by the appointed time and under the best possible guidance. This Committee should have as its Chairman, the best leader possible to secure, and should have upon it, representatives of the permanent executive familiar with local conditions and also the Chairman of each of the other Committees in order that a small but representative group may control, strengthen, inspire and perfect from day to day a working force of many times its own size. This Committee, in addition to matters of general management, should arrange for suitable headquarters, decide upon the form of subscription card and the period over which payments should extend, arrange for securing good speakers for the public meeting just prior to the canvass, and make arrangements suitable to employers and workmen in factories and other establishments.