INSTITUTE OF INTERNATIONAL AFFAIRS

43 St.George Street,
Toronto,
12th September, 1932.

TO BRANCH SECRETARIES,

Dear Sir:

I enclose eight copies of the revised minutes of the
informal meeting of the Canadian Institute of International
Affairs held at the Rideau Club, Ottawa. on August 17th,1932.
Copies are also being sent to your representatives at the
Ottawa meeting and to the members of the executive council
of the Canadian Institute.

It has occurred to me that you might fint it worth
while to discuss at an informal meeting of a dozen or so members
of your branch, the problems considered at Ottawa. It would
certainly be of great assistance to me if you did so and were
to send me a report of your conclusions or of the points of
view elicited by the discussion.

Might I suggest certain topics for discussion which
arise out of these minutes?

1. Methods used by the various branches (1-a)
    Are any of the methods used by other branches suitable for
trial or adoption by your branch? - e.g. the brevity of papers
mentioned by Mr.Reading of Montreal; the grouping of general
meetings by the Ottawa branch; the three types of meetings which
Montreal proposes to hold; and in particular the desirability of
establishing study groups modelled after those in Chatham House,
that is, small carefully selected groups, membership in which is
by invitation, and which consist of specialists and others
representing different aspects and points of view, who undertake
the objective examination of specific international problems.
The purpose of these studies, according to Chatham House, is to
collect the facts on a given problem and after analysis and
discussion by experts and others, to make them available for
publication in a balanced and readable form for the information
of the general public.

2. Qualifications for membership (1-b)
(This subject received scant attention at the Ottawa meeting as
it was sidetracked by the discussion which arose on publicity.)
    It is said that there are three classes of member (not
mutually exclusive) which we should endeavour to bring into our
branches: