

April 17, 1946

Mr. Frank Patty,
16247 Roselawn,
Detroit, Mich.

Dear Patty:

In relinquishing my duties as president of the American Industrial Hygiene Association, which I can assure you I do without regret, I feel called upon to call your attention to one or two matters which you should attend to, and which if you are anything like me, would not occur to you.

The one thing which should be done soon is the appointment of an auditing committee to audit the treasurer's reports. There are other duties which will be brought to your attention when you receive the minutes of the Board of Directors Meeting, and therefore I need not concern myself with these items. On the other hand, there are certain other committees which ought to be appointed, or at least borne in mind, pending specific action in the matter of a paid executive secretary. You will remember the sheaf of correspondence which I sent you, and which for some reason you returned to me, with reference to various activities which might be delegated to members of the Board of Directors acting in the capacity as chairmen of the following respective committees:

- (a) Local Section,
- (b) Membership,
- (c) Application forms, other forms, and printing.

Of these committees I should feel that the one on membership and local sections might be the more important, for I am sure that Barnes will continue to do anything that needs to be done, or that he is called upon to do, with respect to printing and the like. However, various matters related to the local sections require attention. Certinaly the ^{con}stitutions should be reviewed carefully, and a model constitution should be drawn up and after action by the Board, this

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should be submitted to the present Sections for adoption or at least for careful consideration in that direction.

In the matter of membership, there is no question in my mind that we need to look carefully into the situation of acquiring new membership among those who meet our requirements and are interested in the things we are interested in. In view of the future, it is highly important in my opinion that we should take into our group all of the medical men who have an active interest in industrial hygiene as we think of it. Because of certain misunderstandings, many of these men may not know that they are eligible for membership or that they should actually become members. This situation needs thorough canvassing to the end that we shall be prepared to act together when the proper time comes.

These are the only matters that I think of at present, and obviously I do not presume to advise you in how to go about your duties. However, if I can be of any assistance to you in these or other matters, please do not hesitate to call upon me. I should be glad to relax and attend to other matters, and therefore unless I hear from you, I shall consider that my duty is done for the present.

Sincerely yours,

Robert A. Kehoe, M. D.

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