

Date of Meeting: August 28-29, 1959

Date of Memo: August 19, 1959

Memorandum No. 2

Subject: Attendance at National Legislative Conference.

I believe that the attached letter is self-explanatory.

The National Legislative Conference will be held in Denver on October 7-9 of this year. Hotel reservations should be made before September 12. Attached is an extract from the preliminary outline program.

Our total amount budgeted for out-of-state travel is \$400, all of which is still available for expenditure. There is a possibility that if this amount is insufficient we can transfer some funds from "office" or "travel-in-state" to cover the actual expenses.

If the Commission decides to send its executive secretary to the conference the maximum amount of his expenses is estimated as follows:

Transportation:

First Class Air - round trip - tax exempt	\$137.50
Taxi - Airport to Denver, round trip	2.50
Mileage (round trip -- Palo Alto to S.F. Airport - 48 miles at .09¢)	4.32

Hotel:

October 6, 7, 8 and 9 4 days at \$12.50	50.00
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Note: Range for single room is \$8.50 to \$20.00. Reservations would be requested for most inexpensive room.

Meals and Incidentals:

Estimated meals (three days)	\$ 20.00
Incidentals	<u>3.00</u>
Total	\$ 217.32

NOTE: Air schedules will be changed about September 18. This may make it possible to reduce expense. If tourist class air transportation can be used, cost will be \$97.70 instead of \$137.50.

Respectfully submitted,

John H. DeMouilly
Executive Secretary

July 28, 1959

John R. McDonough, Jr., Esq.
Executive Secretary
Law Revision Commission
School of Law
Stanford, California

Dear John:

I have received an announcement of the Twelfth Annual Meeting of the National Legislative Conference to be held in Denver, Colorado, on October 7 through 9, 1959.

I assume that you have received a similar announcement. I should appreciate your discussing this matter with John DeMouly and giving me your joint views as to whether the Commission should send a representative to the conference.

My own idea is that John DeMouly should plan to attend if he can, but I know the Commission will be interested in all aspects of the matter.

Yours very truly,

S/ Tom
THOMAS E. STANTON, JR.

PRELIMINARY OUTLINE PROGRAM

NATIONAL LEGISLATIVE CONFERENCE
Twelfth Annual Meeting
Denver, Colorado

October 7-9, 1959

WEDNESDAY, OCTOBER 7

For Legislators, and all Ladies -- 12:30-4:30 p.m.
Bus trip to Golden for Luncheon and tour of the
Coors' Brewery. Return to hotel by 4:30 p.m.

9:30 a.m. Opening Session. Silver Glade Room

Addresses of Welcome
Address of President

DISCUSSION SESSION ON: "Our State Legislatures --
Organization, Processes and Procedures"

12:00 noon Luncheon Recess.

2:00 p.m. Series of Concurrent Workshops.

LEGISLATIVE RESEARCH Empire Room
BILL DRAFTING. Derrick Room
LEGISLATIVE CLERKS AND SECRETARIES . . Bonanza Room
FISCAL REVIEW. Holiday Room

5:30-7:00 p.m. Reception. Silver Glade Room (For all Conference
members and their parties.)

THURSDAY, OCTOBER 8

For the Ladies -- 9:30 - 11:30 a.m. Walking
tour of downtown Denver and the U. S. Mint.

THURSDAY, OCTOBER 8 (Continued)

9:00 a.m.

Series of Concurrent Workshops.

FISCAL REVIEW Empire Room
LEGISLATIVE REFERENCE
AND LIBRARY SERVICES Holiday Room
SPECIAL PROBLEMS WORKSHOP: "Model
and Uniform Legislation -- Use,
Adaptation and Interpretation" . . Bonanza Room

9:30 a.m.

LEGISLATORS WORKSHOP: "Parliamentary Procedures and
the Work of the Session" (Workshop for Clerks and
Secretaries will be combined with this one for this
half day.) House of Representatives, State Capitol

12:00 noon

Luncheon. Lincoln Room, Shirley Hotel
(For all Conference members and their parties.)

2:30 p.m.

Series of Concurrent Workshops.

LEGISLATIVE RESEARCH. Century Room
FISCAL REVIEW Empire Room
LEGISLATIVE CLERKS AND SECRETARIES. . Bonanza Room
POST-AUDITING Holiday Room
STATUTORY REVISION Derrick Room

FRIDAY, OCTOBER 9

For the Ladies -- 10:00 a.m.-12:00 noon "Brunch"
and Style Show. Ballroom B, Brown Palace Hotel

9:00 a.m.

Series of Concurrent Workshops.

POST-AUDITING Empire Room
LEGISLATIVE CLERKS AND SECRETARIES. . Bonanza Room
LEGISLATIVE REFERENCE AND
LIBRARY SERVICES Holiday Room
LEGISLATORS: "Relations between
Higher Education and State
Government" Century Room

11:45 a.m.

Business Luncheon. Silver Glade Room
(For Conference members only.)

Reports of Committees and Workshops
Adoption of Resolutions
Election of Officers
Other Business

2:30-9:30 p.m.

Bus trip to Colorado Springs, tour of Air Force Academy, and Chuck Wagon dinner.
Return to hotel by 9:30 p.m.
(Tickets will be sold at registration for this event at \$5.00 per person, all costs included.)

ADJOURNMENT