

STEP 1 -- HOW TO GET A COORDINATED PROGRAM STARTED IN YOUR CITY OR COUNTY

I. HAVE A PREPLANNING DISCUSSION WITH A FEW INTERESTED PERSONS

1. Discuss the Negro voting status of your area inside and out. Don't pull any punches. Try to form a true picture of your community's voting habits.
2. Sell the Coordinating Group movement. Show how a program, based on coordination, can make yours a progressive area.
3. After selling yourselves on the idea, plan a meeting for all interested citizens and organizations in your area.

II. HOW TO PLAN A MEETING FOR INTERESTED CITIZENS AND ORGANIZATIONS

1. Set the date, time and place for an interested citizens meeting.
2. Appoint a temporary chairman to call this meeting.
 - (a). Among other things, this chairman should be a substantial and well-liked person in the community.
 - (b). For obvious reasons, the chairman should not be the head of any political group or a person usually identified with a political party.

III. GETTING INTERESTED PEOPLE TO THE MEETING

1. Send a letter of invitation to the following in your area:
 - (a). All qualified voters in your area.
 - (b). All poll tax payers in your area (this is in reference to those states with the poll tax law).
 - (c). All registered voters in your area.
 - (d). To the ministers of all churches.
 - (e). To the presidents of all organizations (fraternal, social, labor or political) regardless of their size or prestige in the community. Through personal contact have these leaders invite their membership to be present.
2. Set up a telephone committee to follow up the letter with telephone calls.
3. A few days before the meeting:
 - (a). Have the ministers make church announcements.
 - (b). Pass out leaflets about the meeting at church and from door to door.

IV. PLAN LIGHT REFRESHMENTS

V. DON'T MISS ANY OF THESE STEPS

The one you omit may be the spark plug to a bang-up meeting. Good meetings are PLANNED not born.

VI. INVITE YOUR POLITICAL ACTION DIRECTOR TO HELP YOU
