1st August 1928.

Dear Mrs. Carter,

I enclose for your information a copy of the Minutes of the last Committee meeting of the Organisation of Courses for International Students, when you were not able to be present.

In connection with the date of the next meeting, will you let me know which Friday at the end of October or the beginning of November (exclusive of November 9th) will suit you best as it is very important that you should be there. In replying will you also be good enough to let me know any special business you wish put on the agenda? "Changes in the Courses for 1928-29" is I presume the main business.

Yours sincerely,

Secretary.