
Order of Business for First Meetings of Local General Groups of the Trade Union Educational League [February 1922]

Published in [Fish Committee]: *Investigation of Communist Propaganda: Hearings Before a Special Committee to Investigate Communist Activities in the United States of the House of Representatives, 71st Congress, 2nd Session, Pursuant to H. Res. 220...: Part 3 — Vol. 2, June 17, 1930.* Washington, DC: US Government Printing Office, 1930; pg. 181.

Election of Secretary.

The Secretary shall be a trade unionist and shall attend to the correspondence and funds of the local general group. Send name to National Office on regular blank therefore.

Reading of the Principles and Program of the Trade Union Educational League, also “A Call to Action,” and, if desired, the rules for the Trade Union Educational League.

This should be followed by a general discussion.

The Labor Herald.

The success of the league and its work will depend to a very great extent upon the circulation secured for *The Labor Herald*. This organ will be the principal means whereby the thousands of militants will be enabled to think and act together all over the country. Ceaseless efforts must be made in an organized way to have it read by the masses of trade unionists. Hence, the following circulation measures should be adopted by the local general group and rigidly carried out:

(a) *Selection of literature agents.* — The group shall pick out one or more live wires to serve as agents for *The Labor Herald*

and to sell it in all local unions in the vicinity. To facilitate their work they will be furnished regular credentials by the National Office of the league. Fill out credential application blank provided for this purpose.

(b) *Herald bundle orders.* — The group shall at once place its order for as large a monthly bundle order of *The Labor Herald* as it and its agents can handle. Rate 12 cents per copy, payable in advance. Fill out regular bundle order blank.

(c) *Individual subscriptions.* — All present at the meeting shall be invited to subscribe to *The Labor Herald* and then enlisted in a general campaign to get new subscribers.

Taking of names. — The Secretary shall take the names of all present so that they may be notified of future meetings. Only actual trade unionists shall be allowed voice and vote in the meetings. Visitors may be invited if the local general group so decides.

Finance. — The local general groups shall make their own financial arrangements, except that they may not collect per capita tax or dues from organizations or individuals. To cut expenses the meetings should be held in the homes of members or in the halls of sympathetic unions.

Future meetings. — To begin with meetings shall be held twice monthly, in the first and third weeks of each month. Close adherence to this rule is absolutely essential to the success of the general organization plan of the national league. Failure to abide by it will upset the work generally.

Please follow this order of business closely. Doing so will make for standardization and success.

Trade Union Educational League,
Chicago, Ill.

Edited by Tim Davenport

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