

FEDERAL RESERVE BOARD

WASHINGTON

X-3039
February 4, 1921.

SUBJECT: Conference of Business Statisticians.

Dear Sir:

Sometime ago you were notified of a conference relating to the preparation of business condition reports, the time and place for which were named as January 26th and 27th in New York. It was found necessary to defer the actual holding of the session and since then it has been decided by the Board that a better plan would be to hold the conference in Washington on February 21st and 22nd. The scope and purpose of the meeting will be exactly as previously outlined to you in letters sent out by the Division of Analysis and Research and will be that of considering present methods of preparing the business condition reports and of discussing lines along which improvement can be effected. It is intended that the first day's session shall consist entirely of representatives of the Federal Reserve Banks and of the Board's staff, while at the second day's conference there are also to be present a number of business statisticians who will be specially invited. The conference being a meeting for actual work relating to details, it is desired that each Federal Reserve Bank be represented by that officer or member of the staff who is more directly identified with the actual duty of preparing the reports. Should it be deemed best, the statistician or other member of the staff of the bank who is most immediately associated with him in such work may also to good advantage be delegated to attend. It is desired, however, that each Federal Reserve Bank send only such officer or members of its staff as are directly identified with the actual work of preparing the reports of business conditions.

The time of the conference will be employed in accordance with a carefully prepared program, copies of which will be sent you at an early date. Pending their receipt, however, the prospective delegates to the conference should prepare themselves along the lines already indicated to them in letters transmitted a month or more ago.

Very truly yours,

Vice Governor.

TO ALL F.R. AGENTS.