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Collection/Office of Origin: Speechwriting, White House Office of
Series: Administrative Files
Subseries: Alpha File, 1989-1993

OA/ID Number: 13906
Folder ID Number: 13906-008

Folder Title:
Memos-Drucie Scaling, 2/89-9/92

Stack:	Row:	Section:	Shelf:	Position:
G	18	29	3	3

COPY

THE WHITE HOUSE
WASHINGTON

February 28, 1989

TO: All Staff
FROM: David Demarest *DD*
RE: Meeting

There will be an all staff meeting tomorrow afternoon, March 1, 1989 at 3:30 pm. It will be held in the OEGB room 126. We will try to get someone to come in to answer the phones during this time. It is most important that everyone attends.

Thank you.

COPY

THE WHITE HOUSE

WASHINGTON

TO: Public Affairs, Media Relations, Speechwriting and
Research staff

FROM: Chriss Winston CW

DATE: March 3, 1989

Today, March 3, 1989 at 11:00am, there will be a short staff meeting in room 122.

Thank you.

COPY

THE WHITE HOUSE

WASHINGTON

TO: All Public Affairs, Speechwriting, Research and Media
Relations Staff

FROM: Chriss Winston *W*

DATE: March 7, 1989

RE: Weekly Meetings

Please make a note that starting this week on the tenth,
there will be a meeting of the entire staff of the speechwriting,
research, media relations and public affairs departments
every Friday at 11:00 am.

Thank you.

THE WHITE HOUSE

WASHINGTON

Memorandum for the Communications Staff (but not OPL)

FROM: Chriss Winston *cw*

DATE: March 30, 1989

RE: Staff meeting Tomorrow

The weekly staff meeting will be held in the usual place at 3:00 pm, not 11:00 am, tomorrow March 31. The meeting will return to its regularly scheduled time next week. Please forgive the inconvenience.

Thank You.

COPY

THE WHITE HOUSE
WASHINGTON

April 4, 1989

TO: Ann Hathaway
FROM: Drucie Scaling *DS*
Office of Public Affairs
RE: Photo Op With the Vice President

This is to confirm the date of April 7 at 3:15 pm for our picture with the Vice President.

The following people will participate:

Chriss Winston
Kristen Gear
Sharon Botwin
Mary Kate Grant
Sara Maltby
Holly Williamson
Drucie Scaling
Stephanie Rodemeyer

If you need any further information, please do not hesitate to call me at x 2170. Thank you so much, we appreciate this opportunity.

Room 212

THE WHITE HOUSE

WASHINGTON

May 22, 1989

MEMORANDUM

FROM: Drucie Scaling *DS*

RE: Letters

DON'T PANIC! These letters do NOT need to be answered! These are letters that were sent to the President shortly after he was elected. Correspondence felt that you should see these in order to make sure that these people are on your lists for events, etc. Also, if you can quickly look over the letters to see what that persons concerns are, it might give you a good "heads up" when you talk to them.

When you have finished with the letters, please send them to Records Management. They will keep them in the proper place. I would also appreciate it if you would call me and tell me when you send them down so I can take your name off the list.

Thanks!

THE WHITE HOUSE
WASHINGTON

June 9, 1989

MEMORANDUM TO ALL COMMUNICATIONS STAFF

FROM: Drucie Scaling *DS*

RE: Pay Slips

Today is the day to get your pay slips. Will you please pick them up from me in Room 122 anytime AFTER 2:30 pm. You will need to do this every other week as I will no longer deliver them to you. (I really haven't gotten lazy. I won't leave them if you aren't there as I am afraid that you won't get it.)

Thanks for your help with this matter. LOOKING FORWARD TO SEEING YOU THIS AFTERNOON AND EVERY OTHER FRIDAY FROM NOW ON!

THE WHITE HOUSE
WASHINGTON

COPY

*Stephanie
Blessey-*

July 5, 1989

MEMORANDUM TO KATHY WILLS

FROM: Drucie Scaling *DS*
Office of Communications
Ext. 2170

Stephanie Blessey from our Office of Research would like to have four (4) tickets to the National Symphony concert on July 17. We would appreciate it if you could arrange this.

Thank you for your help.

THE WHITE HOUSE

WASHINGTON

COPY

July 25, 1989

MEMORANDUM TO DAVID DEMAREST

FROM: Drucie Scaling

The following are the numbers that you requested.

David Demarest's office	3
Public Liaison	14
Public Affairs	7
Speechwriting	5
Research	4
Media Relations	5

The above includes all Commissioned Officers and the Presidential Management Intern in Media Relations.

THE WHITE HOUSE
WASHINGTON

COPY

August 2, 1989

MEMORANDUM TO DEPUTY CHIEF DANIEL B. JENKINS

FROM: Drucie Scaling *DSS*

THRU: Chriss Winston *CW*

RE: Burn bag

Will you please pick up the "burn bags" in 121 OEOB on Monday, Wednesday and Friday instead of just Friday.
Thank you for your help.

THE WHITE HOUSE
WASHINGTON

COPY

August 2, 1989

MEMORANDUM TO DEPUTY CHIEF DANIEL B. JENKINS

FROM: Drucie Scaling *DSS*

THRU: Chriss Winston

RE: Burn bag

Will you please pick up the "burn bags" in 121 OEOB on Monday, Wednesday and Friday instead of just Friday.
Thank you for your help.

THE WHITE HOUSE
WASHINGTON

COPY

August 15, 1989

MEMORANDUM TO FRED SAINZ

FROM: Drucie Scaling *DS*
Office of Communications
Ext. 2170

RE: Whiffenpoofs

I have known Andy Siegel, one of this years Whiffenpoofs, since I moved to Washington four years ago. I received a call from him in July saying that the Whiffenpoofs would like to entertain for an official function at the White House for the President and Mrs. Bush. He also told me that they had contacted Laurie Firestone here at the White House, but had not heard back from her at that time.

I told him to send all of the information and that I would get it to you. As you can see, Laurie has now written to B. Scott Crawford, the business manager for the group, telling them that their "letter would be kept on file for future reference."

I realize that your office receives many requests like this everyday. However, given the fact that the President is a graduate of Yale and two of his brothers were "Whiffs", I would appreciate any help that you could give the Whiffenpoofs to make their request happen. If you have any other insight on this or need more information, please let me know.

Thanks a million!

THE WHITE HOUSE
WASHINGTON

August 15, 1989

COPY

MEMORANDUM TO SFC RON PETERSON

FROM: Drucie Scaling

RE: Beeper Assignments

Per our conversation, here are the people and their assigned "beeper" numbers.

06 ⁹³ 39	Mark Davis	Office of Speechwriting
0435	Mark Lange	Office of Speechwriting
1867	Dan McGroarty	Office of Speechwriting
1937	Ed McNally	Office of Speechwriting
0739	Curt Smith	Office of Speechwriting
0552	Stephanie Blessey	Office of Research
0909	Peggy Dooley	Office of Research
0782	Christina Martin	Office of Research
0556	Bob Simon	Office of Research
0606	Stephanie Rodemeyer	Office of Communications

THE WHITE HOUSE
WASHINGTON

Date: 8-15-89

TO: All Staff of Communications
FROM: Drucie

The attached is for:

- | | |
|---|--|
| <input type="checkbox"/> Per our conversation | <input type="checkbox"/> Per your request |
| <input type="checkbox"/> Information | <input type="checkbox"/> Review & Comment |
| <input type="checkbox"/> Direct Response | <input checked="" type="checkbox"/> Appropriate Action |
| <input type="checkbox"/> Draft Reply | <input type="checkbox"/> Signature |
| <input type="checkbox"/> File | <input type="checkbox"/> Other |
| <input type="checkbox"/> Please Return By | <u>ASAP</u> |

Comments: Please contact
Barbara Phillips at x6266
Thanks.

[]

THE WHITE HOUSE
WASHINGTON

Date: August 4, 1989

TO:

Drucie

FROM:

RAY BRISCUSO *Ray*
Office of National Service
x6266

We need your help. We are looking for volunteers to answer phones at the MDA telethon. It's our hope to make it a group project from the White House.

We are looking for volunteers to answer the phones during the hours of 2:30 PM Monday, September 4 to 7:00 PM. However, anytime anyone wants to answer the phones during the other shifts, it's fine with us.

We need to call MDA as soon as possible with the names to schedule this. Please expect a call or a brief visit from Barbara Phillips to discuss this. Thanks for all your help.

*We need
some volunteers
any help in your office
- Jeff
Sara
Scott
Joe
etc
==*

THE WHITE HOUSE
WASHINGTON

COPY

August 16, 1989

MEMORANDUM TO ALL COMMISSIONED OFFICERS
OFFICE OF COMMUNICATIONS

FROM: Drucie Scaling *DS*
RE: Telephone Bills

Al Negy, Director WH/EOP Telephone Service, has requested that I remind all Commissioned Officers that you were given the "800" number to call when you are out of town and need to call long distance on official business.

In case you have misplaced this number, it is 1-800-548-5640. For your convenience, I will keep a record of this number. Please feel free to call me at any time should you forget it.

The Administration Office is not allowed to accept or pay long distance telephone bills. Thanks for your help with this matter.

THE WHITE HOUSE

WASHINGTON

DECEMBER 19, 1989

COPY

MEMORANDUM FOR DAVID DEMAREST

FROM:

BOBBIE KILBERG ^{BK}

SUBJECT:

HANUKKAH RECEPTION; DECEMBER 21

We have planned to host a reception in the dome following the Hanukkah event on Thursday. Ron Jackson estimates that tea, coffee, trays, table linens, cups etc... will cost approximately \$80. Kosher cookies will be brought by some of the guests. May we have your approval to pay for the reception from our entertainment budget? We need to let Ron Jackson know as soon as possible.

Thank you.

Approve



Disapprove

THE WHITE HOUSE
WASHINGTON

January 3, 1990

MEMORANDUM TO ALL PAID COMMUNICATIONS STAFF

FROM: Drucie Scaling

RE: Home Mailing Address

This is **URGENT!!!!!!** I need to have your home address by no later than **3 pm today, Wednesday, January 3, 1990**. Personnel has to have them to give to Treasury for your 1989 W-2 forms.

Please put your **CURRENT ADDRESS** on a piece of paper and bring it to my office in room 122. There will be a red folder on my desk marked **W-2**.

Thank you so much for your help.

THE WHITE HOUSE
WASHINGTON

February 27, 1990

COPY

MEMORANDUM TO AMY SCHWARTZ
ASSOCIATE COUNSEL

FROM: Drucie Scaling DS.
Communications Administrative Officer
Room 122 OEOB, Ext. 2170

RE: Internship

The Institute For Educational Affairs has expressed an interest in having some of their people intern here at the White House. Attached is the brochure and letter that I had requested from them. I would appreciate it if you would look over this material and see if it is possible for the White House to use their students.

I know how busy you are, but I would appreciate it if you could give me a ruling on this matter as soon as possible. Thank you so much for your help.

Copy and
take to room
115

Institute For Educational Affairs

January 26, 1990

Ms. Drucie Scaling was in the White House Office as
Administrative Officer for Communications and
The White House as in the Collegiate Network, please
1600 Pennsylvania Avenue
Washington, DC 20500

Dear Ms. Scaling:

In response to your letter of January 23, I am pleased to provide you with information about the Institute for Educational Affairs.

IEA is a nonprofit organization founded ten years ago by William E. Simon to promote fresh thinking in higher education and public affairs. Over the past decade, IEA has sought to defend within the walls of our nation's colleges and universities the values and principles which have made America strong and free.

One of IEA's oldest and most successful programs has been its Collegiate Network, a group of over 50 independent student newspapers located on campuses around the country. Written, edited, and produced entirely by students, these papers provide a much needed alternative viewpoint to the established campus publications.


Over the years, IEA has developed a comprehensive array of services for the member publications of the Collegiate Network. Among other things, IEA gives direct operating grants, offers production advice on a toll-free hotline, produces a Network newsletter, organizes seminars for student journalists, and arranges summer internships for its student journalists. I am enclosing the annual report of the Institute for Educational Affairs which explains all of our activities in detail.

In the past, IEA summer interns have worked in the Office of the Vice President, the National Endowment for the Humanities, the Department of Health and Human Services, and in other federal agencies. In the summer of 1988, one of our interns worked at the White House for Marion Blakey. We provide all the student journalists who come to work in Washington with a summer stipend of \$2,500.

THE WHITE HOUSE
WASHINGTON

March 14, 1990

MEMORANDUM FOR ROSE ZAMARIA

FROM: David F. Demarest, Jr. 
Assistant to the President
for Communications
2 FL/WW, Ext. 7620

RE: Media Relations Event

On March 15, 1990, Media Relations in the Office of Communications will be hosting a briefing and reception for the National Newspaper Association. The White House Mess has given us an estimated cost for this reception of \$1,000, based on \$5.00 per person.

Thank you for your help with this matter.

THE WHITE HOUSE

WASHINGTON

March 12, 1990

MEMO FOR DAVE DEMAREST

THROUGH: CHRISS WINSTON *aw*
KRISTIN TAYLOR *lex*

FROM: CHERYL KIENEL *ck*

SUBJ: PROPOSED MENU FOR NATIONAL NEWSPAPER ASSOCIATION
RECEPTION

There will be a reception in the Indian Treaty Room immediately after the briefing for the National Newspaper Association on Thursday, March 15. Following is a proposed menu for your approval:

- Eggrolls with mustard and sweet & sour sauce
- Chips with nacho dip and salsa dip
- ~~Rolled Turkey, Ham, Roast Beef~~
- ~~w/mustard, mayo., croissants, rolls~~ ←
- Pretzels and nuts
- Beer, wine, champagne and soft drinks

Estimated cost is \$1,400, based on ~~\$7~~ *\$5* per person.

OK 3/10

*Druce
FIT
DD has approved
the attached with
the change. 200 \$1000
SB*

THE WHITE HOUSE

WASHINGTON

March 14, 1990

MEMORANDUM FOR ROSE ZAMARIA

FROM: David F. Demarest, Jr. *DD*
Assistant to the President
for Communications

RE: Regional Briefing

Media Relations in the Office of Communications will be holding a Regional Briefing on March 23, 1990. We would like to serve coffee to the reporters and crew members attending this briefing. They will be arriving at 8:30 am for equipment sweeps and clearance. The crew members will not be served lunch.

The estimated cost for the coffee will be \$75.00.

Thank you for your help with this matter.

*Both hand carried
to Rose 3/14*

SB

THE WHITE HOUSE

WASHINGTON

March 12, 1990

MEMO TO DAVE DEMAREST

THROUGH: CHRISS WINSTON *aw*
KRISTIN TAYLOR *kt*

FROM: CHERYL KIENEL *ck*

SUBJ: COFFEE FOR REGIONAL BRIEFING

We'd like your approval to have coffee for the reporters and crew members attending the Regional Briefing on March 23. They arrive early (8:30 a.m.) for equipment sweeps and clearance, and the crews will not be served lunch.

The estimated cost is \$75.

A handwritten signature in black ink, consisting of a stylized 'C' followed by a horizontal line extending to the right.

THE WHITE HOUSE

WASHINGTON

March 14, 1990

COPY

MEMORANDUM FOR SHIRLEY M. GREEN
Special Assistant to the President
for Presidential Messages and
Correspondence

FROM: Drucie Scaling
RE: Presidential Letter

My good friend, Dr. Bruce Spivey called me recently asking if it would be possible for President Bush to send a letter to Mr. Jacquelin H. Hume. The Pacific Presbyterian Medical Foundation is honoring Mr. Hume at The President's Dinner on Tuesday, April 3, 1990. They would like for this letter to be presented to Mr. Hume at the dinner. From what Bruce has told me and what I saw in the letter, Mr. Hume is an old time Republican in California and a very outstanding citizen.

Now to give you a little background on Bruce. He was a member of the "Physicians for Bush" in '88 and campaigned extensively among physicians all across the United States. He has supported President Bush from the beginning of this past campaign and of course is a registered Republican in California.

I told him that I would give all of the attached information to you. They have enclosed a draft letter. Do with it what you wish. It is my feeling that they are trying to be helpful in supplying a letter rather than "pushy." If you need any more information, you can call Ann Thompson-Haas. She is the Foundations Director for Development and can be reached at (415)923-3269. Dr. Spivey will be out of the country until just before the dinner. I will also be more than happy to help if you need me.

Thanks a million for your help with this.



PACIFIC PRESBYTERIAN MEDICAL FOUNDATION

2340 CLAY STREET, SUITE 425, SAN FRANCISCO, CALIFORNIA 94115 415/923-3269

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March 5, 1990

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Drucie Scaling
Communications
The White House
Washington, DC 20500

Dear Drucie:

It was so nice to meet you over the phone earlier today. Thank you in advance for your help in securing a congratulatory letter from President Bush.

As we discussed, Dr. Spivey would like a letter of congratulation from President Bush for Mr. Jacqueline H. Hume of San Francisco. The letter would be presented to him at the annual President's Dinner at Pacific Presbyterian Medical Center on April 3, 1990.

That evening we are honoring Mr. Hume for his outstanding leadership in bringing Pacific Presbyterian to a place of prominence on the West Coast and in the nation. Mr. Hume served as a Trustee and Trustee Emeritus of the hospital for almost twenty years and has been very active throughout the San Francisco business, social and cultural community. His gifts of time, expertise and philanthropic funding have made the difference to many organizations in addition to Pacific Presbyterian, ranging from grassroots efforts to the major arts establishments. Mr. Hume is currently Chairman of the Foundation for Teaching Economics. His family business, Basic American Foods, which he led successfully for many years, is headquartered in San Francisco.

Mr. Hume is also a dedicated and active member of the Republican party. He has been heavily involved in Republican activities and fundraising efforts nationally and in California. In fact, he was seated on the dias with President Bush when the President recently addressed the Commonwealth Club in San Francisco.

The President's Dinner at Pacific Presbyterian is our most prestigious annual event attended by approximately 120 people. The guests include our most generous donors (most \$25,000 and above), community leaders and representatives from our Boards.

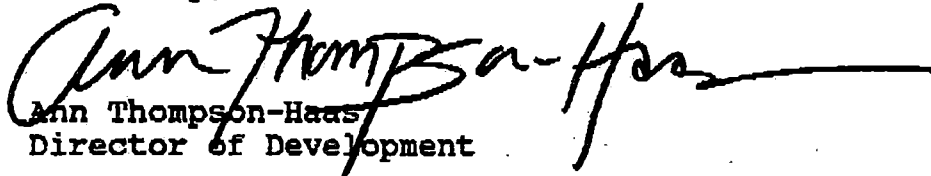
Drucie Scaling
Page Two

Attached are a copy of the sample congratulatory letter Dr. Spivey asked me to draft and a copy of our President's Dinner invitation. Also attached is a copy of the program from President Bush's Commonwealth Club address.

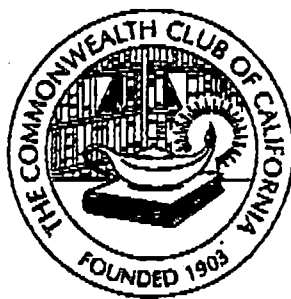
If you need additional information or any other assistance regarding this request, please don't hesitate to call me directly at 415-923-3271.

Thank you, again, for your help.

Sincerely,


Ann Thompson-Haas
Director of Development

The Honorable George Bush, President of the United States



Wednesday, February 7, 1990

Grand Ballroom, San Francisco Hilton

At Today's Speakers Table

Audience's Left

James L. Coplan, Director of Member Services, The Commonwealth Club of California.

Henry C. Allnutt, III, Member, Presidential Task Force Committee & Republican Senatorial Committee; Retired Accountant, Pacific Gas and Electric Company.

D. Drew Dowsett, Senior Vice President & Controller, Charles Schwab; Treasurer, The Commonwealth Club of California.

Gerti B. Thomas, Vice Chairman-North, California Republican Party.

Bruce T. Mitchell, Attorney; Past President, The Commonwealth Club of California.

Alfred S. Wilsey, Sr., Executive Vice President & Chairman, Executive Committee, Wilsey Bennett Co.

The Honorable Humberto Urteaga, Consul General of Peru; Dean, San Francisco Consular Corps.

Richard C. Otter, Senior Vice President, Shearson Lehman Hutton; Chairman, Program Committee, The Commonwealth Club of California.

George H. Pfau, Jr., Senior Vice President, Paine Webber; Chairman, Citizens for a Better San Francisco.

The Honorable David Packard, Chairman of the Board, Hewlett Packard Company; Former U.S. Secretary of Defense.

The Honorable Robert W. Merrill, Associate Justice, Court of Appeal, State of California; Chairman, Executive Committee, The Commonwealth Club of California.

The Honorable Art Agnos, Mayor, City & County of San Francisco.

The Honorable Brent Scowcroft, Assistant to the President for National Security Affairs.

Jean Auer, Councilwoman, Town of Hillsborough; President-Elect, The Commonwealth Club of California.

The Honorable George P. Shultz, Former U.S. Secretary of State.

CLUB PRESIDENT: Joseph F. Perrelli, President, California Investors Group, Inc.

SPEAKER: THE HONORABLE GEORGE BUSH, PRESIDENT OF THE UNITED STATES.

QUARTERLY CHAIRMAN: Joseph R. Fink, Ph.D., President, Dominican College.

The Honorable George Deukmejian, Governor, State of California.

The Honorable Pete Wilson, U.S. Senator, California.

Dennis Wu, Partner-in-Charge, Northern California and Nevada, Financial Institutions Group, Deloitte & Touche; Immediate Past President, The Commonwealth Club of California.

Jaquelin H. Hume, Chairman, Foundation for Teaching Economics.

A.W. Clausen, Chairman, BankAmerica Corporation.

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William G. Gaede, Associate Managing Partner, Deloitte & Touche; President, World Affairs Council of Northern California.

Nelson S. Weller, Past President, The Commonwealth Club of California.

Bernard H. Schulte, Managing Director, Northwest Region, Korn Ferry International; Secretary, The Commonwealth Club of California.

Victoria A. Barbero, Senior Editor, Cresap-a Towers Perrin Company; Chairwoman, Study Section on International Relations, The Commonwealth Club of California.

Steven A. Savia, Partner, Deloitte & Touche; Member, Board of Governors, The Commonwealth Club of California.

Excerpts from previous Commonwealth Club Addresses by The Honorable George Bush

The world is not yet such as we would want it to be. Maybe it never will be. It certainly is not likely to become a utopian world within our lifetime or even in the foreseeable future. And while we are striving to make our contribution to a world of peace and security and trust, we find that we still need—quite consistent with this striving—to have national security second to none in the world.

July 23, 1976, Director, Central Intelligence Agency

We are not going to risk American security on the word of a nation that has time and again broken its international commitments. A true, not illusory, relaxation of tensions with the Soviets can only be based on mutual respect between the world's two superpowers and a realistic assessment on our part of Soviet intentions in light of their past record.

September 11, 1980, Republican Candidate for Vice President

The view of America from abroad in recent years has, as you know, been that of a confused, contradictory, often helpless, sometimes clumsy giant. Our experience in Vietnam, our experience in Iran, the open season on American embassies, the vacillations over whether or not we were going to go ahead with one or the other weapons system—all these events have produced in the international community a certain wariness of America.

October 1, 1981, Vice President of the United States

When I see the lack of human rights, such as the Soviet treatment of Jewry, it makes me wonder whether their brutal system is going to let up. But there is an economic side, too. Because of Soviet military spending, there are tremendous economic pressures on a society that is not nearly as productive as we are. I would hope that they would try to reduce tensions and live with civility. But I cannot predict whether they will.

October 17, 1984, Republican Candidate for Vice President

When we impose protectionist measures, consumers lose because they pay higher prices for a poorer choice and a lower quality of goods. Taxpayers lose by paying higher taxes to finance subsidies. Workers lose as job opportunities dwindle. Those who are struggling up from poverty lose because that critical first job evaporates. All of us lose because we chip away at the competitive impulse that has made America the biggest trading nation on earth.

September 11, 1985, Vice President of the United States

We impose high capital gains tax rates, while most of our major trading partners don't even have a capital gains tax. Germany doesn't. Japan doesn't. Nor does Hong Kong, Singapore, South Korea or Taiwan. The capital gains tax is a tax on investment, on innovations, on new technology. I favor a capital gains cut. It will raise revenues and create jobs. It's estimated that a reduction to 15 percent will raise as much as \$4 billion in new revenues for the government. Why? More people take risks, more businesses start, more tax money flows into the Treasury.

September 15, 1988, Republican Candidate for President



**PACIFIC PRESBYTERIAN
MEDICAL CENTER**

ACCESS TO THE BEST

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BARRY L. WILLIAMS
MRS. SAM YAMADA
LOWELL S. YOUNG, M.D.

BRUCE E. SPIVEY, M.D.

PRESIDENT

PACIFIC PRESBYTERIAN MEDICAL CENTER

CORDIALLY INVITES YOU

TO BE HIS GUEST AT THE

PRESIDENT'S DINNER

HONORING

JACQUELIN H. HUME

PAUL L. AND PHYLLIS

WATTIS FOUNDATION

MITSUBISHI BANK

TUESDAY, APRIL 3, 1990

PACIFIC PRESBYTERIAN MEDICAL CENTER

2333 BUCHANAN STREET

COCKTAILS 6:30 O'CLOCK
THE BOARD ROOM

DINNER 7:15 O'CLOCK
THE CONFERENCE CENTER

April 3, 1990

Mr. Jacquelin H. Hume
550 Kearney Street
Suite 1000
San Francisco, CA 94108

Dear Mr. Hume:

It is with great pleasure that I add my congratulations to those of your colleagues on this special occasion of the President's Dinner at Pacific Presbyterian Medical Center. I know of your tremendous contributions to the Medical Center, San Francisco and the nation and see that this honor is well-deserved.

Your diligent efforts and generous support over the years has played an important role in making Pacific Presbyterian Medical Center one of the most outstanding health care facilities in the country. Your dedication has also contributed much to the excellent health care, business, education and cultural accomplishments for which San Francisco is known.

Again, I am delighted to express my heartfelt congratulations.

Sincerely,

The Honorable George Bush
President of the United States

THE WHITE HOUSE
WASHINGTON

COPY

March 14, 1990

MEMORANDUM FOR JEAN LAMB

FROM: Drucie Scaling DS
Room 122, Ext. 2170

RE: Note Pads

Will you please have the Print Office make large note pads for Deb Amend. I have enclosed a sample of the size that she would like to have. They should read:

DEB AMEND
Special Assistant to the President
for Communications
Room 126 1/2 OEOB, Ext. 2930

I also need more of the Office of Communications "buck slips." They should be like the one that is enclosed, only have:

OFFICE OF COMMUNICATIONS
ROOM 122 OEOB, EXT. 2930

Thank you so much for your help with this.



Daucie,

Enclosed is the information
on Mrs. Hammond's birthday.
We missed you in CA, and
sure you heard I got the
flu on Thurs. & was in bed
2 days.

I appreciate your taking
care of this for me.

See you soon.

Love
Daucie

P.S. please rewrite this as it
should be - Thank!

Mrs. Gordon Hammond
402 Virginia St.
Ashland, Va. 23009

Birthday - April 4, 1900

Request she to sent a
Card on her birthday. She
will be 90.

TODAY'S DATE: 3-14-90

STAFF REQUEST FOR PRESIDENTIAL GREETINGS

COPY

REQUEST TO: Kathleen Hogan/Ellen Strichartz FROM: (Name) Drucie Scaling
Room 93, (Room) 122
ext. 2276 (Ext.) 2170

PLEASE ALLOW 2 WEEKS FOR PROCESSING

Mark in appropriate box and give additional information as requested
ALL REQUESTS SUBJECT TO FINAL APPROVAL BY SHIRLEY M. GREEN

TYPE OF EVENT (include number of years)

Date of Event: April 4, 1990

- RETIREMENT
 - CHURCH ANNIVERSARY
 - BIRTHDAY
 - FAMILY REUNION
 - BAR OR BAT MITZVAH
 - RELIGIOUS ANNIVERSARY
 - WEDDING ANNIVERSARY
 - BIRTH OF BABY
 - CLASS REUNION—include school name and year of graduation
 - WEDDING (indicate first names)
 - INDIVIDUAL'S ANNIVERSARY WITH SAME COMPANY
 - INDIVIDUAL'S ANNIVERSARY IN BUSINESS FOR HIM/HERSELF
- This is her 90th birthday

GRADUATION FROM:

Date of Event: _____

- HIGH SCHOOL CLASS
- COLLEGE CLASS
- INDIVIDUAL'S GRADUATION
- OTHER (Please Specify)

NAME OF SCHOOL _____

CONDOLENCES [sent to next-of-kin only]:

- ILLNESS (Type - accident, surgery, cancer, etc.)
- DEATH

ADOPTION:

- INFANT
- OLDER CHILD

Child's Name: _____

MAILING ADDRESS FOR LABEL: [complete address including zip code]

Mr. Mrs. Gordon Hammond

Miss 402 Virginia St.

Mrs. Ashland, VA 23009

Mr. & Mrs. _____

Dr. _____

Ms. _____

MAILING ADDRESS FOR LETTER: [complete address including zip code]

Mr. _____

Miss _____

Mrs. _____

Mr. & Mrs. _____

Dr. _____

Ms. _____

THE WHITE HOUSE

WASHINGTON

March 28, 1990

MEMORANDUM FOR SHIRLEY GREEN

FROM: CHRISS WINSTON *aw*
Deputy Assistant to the
President for Communications

RE: NATIONAL AIR TRANSPORTATION ASSOCIATION MESSAGE

Recently, I received a request from Bill McInturff for a Presidential video or message to the National Air Transportation Association. They will be holding their 50th Annual Convention April 2-5, 1990, in Kansas City. As we are not going to be able to provide Bill McInturff with such a video, would it be possible to draft a written message for them by Friday. I know it's short notice, but I would appreciate any thing that could be done.

As you can see, there are a number of reasons for this request:

1. The President has a connection to aviation.
2. Strong support for the President from NATA members.
3. This is a relatively small request.

The background on NATA includes:

1. Founded in 1940.
2. Currently has more than 1,600 company members that employ more than 50,000 people.
3. Represents a segment of the General Aviation Industry that has revenue of approximately \$8.5 billion.
4. This convention will draw approximately 2,500 delegates.

I appreciate any assistance that you can give me with this request. Please feel free to give me a call with any questions that you may have.

Please
file in
Chriss's
Memo

03/02/90 18:10 3703 845 8178

N. A. T. A.

2002

SUGGESTED SCRIPT FOR PRESIDENT BUSH

I am very happy to have this opportunity to extend this personal greeting and congratulations to the members of the National Air Transportation Association on the occasion of your 50th anniversary.

As you well know, your fine organization played an important role in the war effort during World War II as the backbone of the Civil Pilot Training Program, and today, NATA members continue their vital role in commerce and the economic growth and vitality of our great nation.

Barbara and I extend our warmest best wishes to you on your golden anniversary that celebrates NATA's half-century of leadership and service in the general aviation industry, and wish you continued success in the years ahead.

Brief background sketch on NATA

- Founded in 1940 as a result of the nation's wartime footing
- Currently has more than 1,600 company members employing more than 50,000 people
- Represents a segment of the General Aviation Industry that has a revenue base of approximately \$8.5 billion
- The 50th Annual Convention & Trade Show will be held at the Kansas City Convention Center April 2-5, 1990. The event will draw more than 2,500 delegates representing companies nationwide.

DMC
took down
3/28

M E M O R A N D U M

TO: CHRISS WINSTON
DEPUTY ASSISTANT TO THE PRESIDENT FOR COMMUNICATIONS

FROM: W. D. McINTURFF

DATE: MARCH 19, 1990

SUBJECT: REQUEST FOR A PRESIDENTIAL VIDEO

Chriss, enclosed please find a suggested draft text for consideration for a Presidential video. I have done a series of surveys for the National Air Transportation Association (NATA) and they are good guys and a solid association.

There are a number of reasons this request makes sense:

- o The President's own aviation connection
- o The strong support for the President among NATA members
- o It is a (relatively) small request

I attended the 1988 NATA convention and will only let you know that Ceci missed a natural coalition group. It turns out that Dukakis advocated essentially eliminating general aviation aircraft from Logan Airport, which would be a killer to these guys. As a consequence, combined with the generally Republican/small business orientation of the industry, these guys are very solidly behind Bush. (In fact, in the 1988 convention daily newspaper they were asking "man on the street" questions among the members about who they were going to vote for and had trouble finding anyone who supported Dukakis!)

In terms of additional support for this request, please tell me:

- o Are you the right person/department to ask?
- o What's the best way to use Bob Odell (he's raising money for them)?
- o What's the best way to use Clinger, McCain or other congressional supporters to help push this request through the White House process?

Appreciate your consideration, time/help, and advice! Thanks!

03/02/90

18:09

703 845 8176

N. A. T. A.

001

NATIONAL AIR TRANSPORTATION ASSOCIATION
4226 King Street

Alexandria, Virginia 22302

Telephone: (703) 845-9000

FAX: (703) 845-8176

Telephone Facsimile Cover Sheet

DATE:

3/2/90

TO:

Bill McINTOSH

FROM:

Larry RUIEN

NUMBER OF PAGES TRANSMITTED INCLUDING THIS PAGE: 2

Bill -

Sometime back you mentioned (as I recall) that you might be able to assist us with getting a video tape by Pres. Bush. Failing that, perhaps an audiotape, or as a last resort, a letter re: an 50th anniv.

Here is a suggested script (this is in the hands of Bushi people in Texas--his hunting buddies). Bob Odell also has this and will do what he can. Anything from your end would be most appreciated.

Best regards,

05-01-01... 1/11/1 2/1

2/1

THE WIRTHLIN GROUP MEMORANDUM

TO: Tom Valega
FROM: Bill McInturff *Bill*
DATE: March 12, 1990
SUBJECT: NATA 50th Anniversary

Tom, please take a look at the attached note (as well as the sample script) I am sending along from our good friends at the National Air Transportation Association. As you can see, they are celebrating their 50th Anniversary and are hoping to obtain recognition from President Bush.

As this date will be upon us shortly, I am writing to see what type of assistance you can lend. Please call me at your earliest convenience so we can discuss appropriate steps of action.

Thank you in advance.

THE WHITE HOUSE

WASHINGTON

June 20, 1990

MEMORANDUM FOR BETTY UBBENS

FROM: Drucie Scaling ^{DS}
Communications Administrative Officer
Room 122, Ext. 2170

THRU: David F. Demarest, Jr.
Assistant to the President
for Communications

RE: March 22, 1990 Mess Bill

This is to certify the attached invoice is proper for payment. The President attended this luncheon for the Episcopal Council of Advice held in the Roosevelt Room. Also attached, please find the guest list, briefing paper and seating arrangement.

Thank you for your help with this matter.

THE WHITE HOUSE

WASHINGTON

May 11, 1990

MEMORANDUM FOR: Drucie Scaling
FROM: BETTY UBBENS *BU*
SUBJECT: Staff Mess Bill

Attached is a copy of the White House Staff Mess bill for account WHCR-01, which lists a special function sponsored by your office on March 22, 1990. Please provide the appropriate information (purpose and a list of attendees for each event), and return it to me to process for payment.

Thank you.

Attachment

WHITE HOUSE STAFF MESS
THE WHITE HOUSE
WASHINGTON, D.C. 20500

04/11/90

WH CABINET ROOM ACCOUNT
ATTN: BETTY UBBENS
ROOM 01
DEOB

SPECIAL ACCOUNT # WHCRO1

SEQ # 1417

PLEASE MAKE ALL CHECKS PAYABLE TO: 'WHITE HOUSE STAFF MESS'
AND FORWARD to 404-EOB
PLEASE DETACH AND RETURN WITH REMITTANCE

Charges for Special Account Mar 90

DATE	SERVICE	DESCRIPTION	AMOUNT
Mar 13	SPECIAL FUNCTION	CABRM/COF, JCES, PSTRIES/40P/KAREN	80.00 <i>by</i>
Mar 15	SPECIAL FUNCTION	CABRM/COFFEE, BW/25P/SHARON	18.75 <i>by</i>
Mar 20	SPECIAL FUNCTION	CABRM/COFFEE, JCES, PSTRIES/40P/KA	44.50 <i>by</i>
Mar 22	SPECIAL FUNCTION	RRM LUNCH/10P/G. FITCH/7142	95.00 <i>Comm</i>
Mar 28	SPECIAL FUNCTION	CABRM/COFF, JCES, DNUTS/40P	60.00 <i>by</i>
		FINANCE CHARGE	.00

PREVIOUS BALANCE
370.25

PAYMENTS
-326.25

CURRENT CHARGES
298.25

AMOUNT DUE
342.25

THE WHITE HOUSE

WASHINGTON

*faxed
3/21/90
5:55*

LIST OF PARTICIPANTS
LUNCHEON FOR THE EPISCOPAL COUNCIL OF ADVICE (POTUS)
MARCH 22, 1990 -- 12:00 NOON
ROOSEVELT ROOM


MOST REVEREND EDMOND L. BROWNING	3/11/29	463-28-3757
RIGHT REVEREND HERBERT A. DONOVAN, JR.	7/14/31	223-36-3036
RIGHT REVEREND ARTHUR E. WALMSLEY	5/4/28	015-20-5403
RIGHT REVEREND O'KELLEY WHITAKER	12/26/26	244-42-8621
RIGHT REVEREND HAROLD A. HOPKINS, JR.	4/24/30	170-24-4941
RIGHT REVEREND RONALD H. HAINES	8/14/34	222-18-3953
REVEREND ROBERT J. BROOKS	3/25/47	453-84-4826

THE WHITE HOUSE

WASHINGTON

March 20, 1990

LUNCHEON FOR THE EPISCOPAL COUNCIL OF ADVICE

DATE: March 22, 1990
TIME: 12:00 p.m.
LOCATION: Roosevelt Room
THROUGH: DAVID DEMAREST
ASSISTANT TO THE PRESIDENT FOR
COMMUNICATIONS
FROM: DOUG WEAD 
SPECIAL ASSISTANT TO THE PRESIDENT
FOR PUBLIC LIAISON

I. PURPOSE

To build relationships with the leaders of the President's own denomination, and to demonstrate appreciation to the Presiding Bishop for his moderating influence among liberal churches.

II. BACKGROUND

In past months, liberal churchmen were critical of American foreign policy in Central America. Presiding Bishop Browning has emerged as the leader of this group, partially because he is seen by them as a personal friend of yours and thus more capable of influencing policy.

The Presiding Bishop has been a moderating influence among his liberal church peers, for example refusing to publicly criticize the Administration during a time of alleged Salvadoran persecution of liberal church workers.

Now, the Chamorro victory in Nicaragua and Salvadoran President Christiani's efforts to investigate the murders of six religious workers has neutralized many concerns. This is a good time to meet with Episcopal leaders and to maintain credibility for Browning who leads liberal churchmen.

The Council is composed of ten bishops: the Presiding Bishop and the Presidents of the nine regions of the Episcopal Church. The Presiding Bishop and five other members of the Council will be in town March 22-23 to finalize plans for the annual meeting of the House of Bishops to be held

September 14-21, 1990. Reverend Robert Brooks, Staff Officer to the Presiding Bishop and director of the Episcopal Church's Washington office, will also participate in the lunch.

III. PARTICIPANTS

The President

See attached list

IV. PRESS PLAN

Closed. White House Photographer

V. ORDER OF EVENTS

- The President enters Roosevelt Room and greets guests.
- The President and guests participate in lunch and exchange remarks.
- The President departs Roosevelt Room.

Talking points to be provided by NSC.

LIST OF PARTICIPANTS
LUNCHEON FOR THE EPISCOPAL COUNCIL OF ADVICE
MARCH 22, 1990 -- 12:00 NOON
ROOSEVELT ROOM

THE PRESIDENT

THE MOST REVEREND EDMOND L. BROWNING
Presiding Bishop and Primate of the Episcopal Church
New York, NY

THE RIGHT REVEREND HERBERT A. DONOVAN, JR.
Bishop of the Diocese of Arkansas and
Secretary to the House of Bishops
Little Rock, AR

THE RIGHT REVEREND ARTHUR E. WALMSLEY
Bishop of the Diocese of Connecticut and
Chair of the Council of Advice
Hartford, CT

THE RIGHT REVEREND O'KELLEY WHITAKER
Bishop of the Diocese of Central New York
Syracuse, NY

THE RIGHT REVEREND HAROLD A. HOPKINS, JR.
Executive Director
Office of Pastoral Development of the House of Bishops
Fargo, ND

THE RIGHT REVEREND RONALD H. HAINES
Bishop Pro Tem of the Diocese of Washington
Washington, D.C.

THE REVEREND ROBERT J. BROOKS
Staff Officer to the Presiding Bishop
Washington Office of the Episcopal Church

GOVERNOR SUNUNU
Chief of Staff

DOUG WEAD
Special Assistant to the President for Public Liaison

DOOR

DOOR



DOOR

The Right Reverend
Harold Hopkins

The Right Reverend
O'Kelley Whitaker

Gov. Sununu

The Right Reverend
Harold Haines

Doug Wead

Reverend Robert Brooks

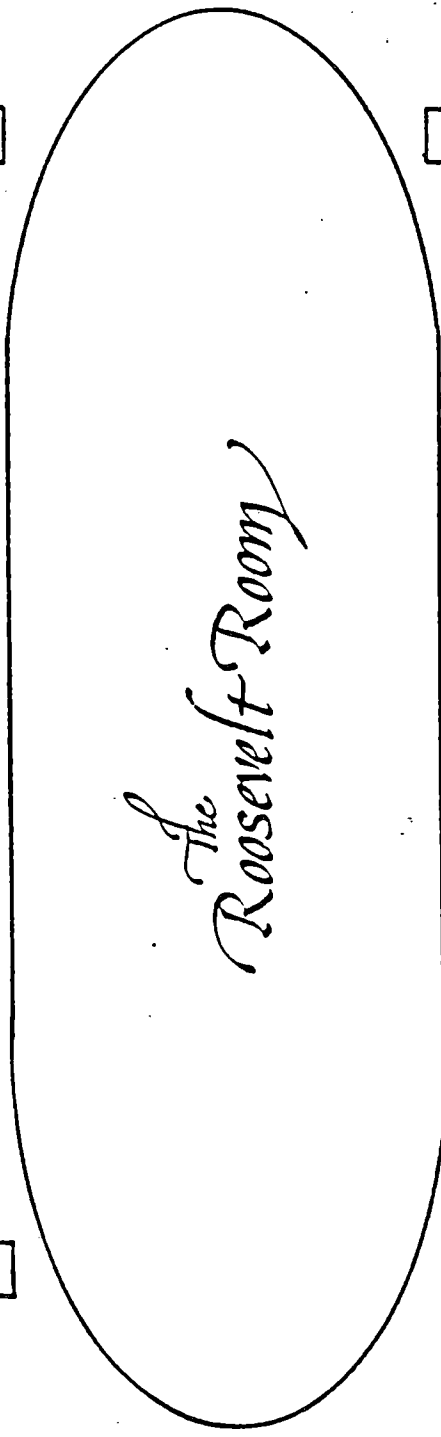
The Most Reverend
Edmond Browning

THE PRESIDENT

The Right Reverend
Arthur Walmsley

The Right Reverend
Herbert Donovan

The Roosevelt Room



THE WHITE HOUSE
WASHINGTON

July 10, 1990

MEMORANDUM TO DRUCIE SCALING

FROM: CHERYL KIENEL *CK*

SUBJ: REFRESHMENTS FOR 7/17/90 BRIEFING

Per Dave Demarest's approval, we are proceeding with our request for danish and coffee to be available for the Magazine Publishers' Association briefing next Tuesday, July 17.

I received an estimate from Lt. Master Chief Farrar in the Mess for everything-- including the china and tablecloths. Total cost--\$160.

THE WHITE HOUSE
WASHINGTON

July 10, 1990

MEMORANDUM FOR ROSE ZAMARIA

FROM: Chriss Winston *cw*
Deputy Assistant to the President
for Communications and Director
of Speechwriting

THRU: David F. Demarest, Jr. *AD*
Assistant to the President
for Communications

RE: POTUS Briefing With Magazine Publishers

On July 17, 1990 the Office of Media Relations will host a group of approximately 75 Magazine Publishers and CEO's. The briefing will begin at 9:15 a.m.

The President plans to drop-by at 11:30 a.m. There will various speakers before the President arrives.

We feel that it would be appropriate to serve danish and coffee to this group before the briefing begins. We have been advised by the Mess that the cost will be \$160.00.

Thank you for your help in making this happen.

THE WHITE HOUSE

WASHINGTON

October 15, 1990

MEMORANDUM FOR ALL STAFF

FROM: DRUCIE SCALING *DS*
COMMUNICATIONS ADMINISTRATIVE OFFICER

SUBJECT: ROOM 450

Room 450 will not be usable from November 5th to the 9th. It will be closed for renovations. Please do not schedule any meetings at this location during these dates.

THE WHITE HOUSE
WASHINGTON

COPY

January 24, 1991

MEMORANDUM FOR ROSE ZAMARIA

THROUGH: David F. Demarest, Jr. *DD*
Assistant to the President
for Communications

FROM: Drucie Scaling *DS*
Communications Administrative Officer
Room 122 OEOB, Ext. 2930

RE: State of the Union

Tuesday evening, January 29, 1991, the President will speak to a joint session of Congress for the State of the Union address. This speech will receive nationwide televised coverage.

We will need the services of Kathy Greene to provide makeup for the President that evening. Her fee will be \$200.00.

If you have any questions, please call. Thank you for your help in making this happen.

THE WHITE HOUSE
WASHINGTON

COPY

January 24, 1991

MEMORANDUM FOR ROSE ZAMARIA

THROUGH: David F. Demarest, Jr. *DD*
Assistant to the President
for Communications

FROM: Drucie Scaling *DS*
Communications Administrative Officer
Room 122 OEOB, Ext. 2930

RE: Kathy Greene Invoice

Due to the security for the Oval Office address given the evening of January 16, 1991, we were unable to have you "dedicate" the money for this invoice from Kathy Greene ahead of time. Kathy provided the makeup for the President for this televised address.

The attached invoice is proper for payment. If you have any questions, please call me.

Thank you for your help with this matter.



MAKEUP

WARDROBE

9113 Hamilton Drive, Fairfax, Virginia 22031

SS#224-72-2011

INVOICE DATE	1-19-91
OUR ORDER NO.	# 91010
YOUR ORDER NO.	-
TERMS	F.O.B.
30 days net	
SALESMAN	
SHIPPED VIA	PPD. or COLL.

Mr. Barry Iron
 Office of Public Affairs
 Old EOB
 The White House
 Wash. D.C. 20500

SHIPPED TO

QUANTITY	DESCRIPTION	PRICE	AMOUNT
----------	-------------	-------	--------

provide makeup for
 President Bush for Oval Office
 Address 1-16-91

\$200.00

Total Amount Due

\$200.00

Thank You

MARCH 11, 1991

COPY

MEMORANDUM FOR MR. RUSSEL MILLER
OEOB, ROOM 23

FROM: Drucie Scaling
Communications Administrative Officer
Room 122, Ext. 2930

RE: Lost Pass

One of my interns, Jane Drummond, could not locate her pass on March 6th and after thoroughly searching for it over the weekend has concluded that it is lost. She last remembered having it when she checked out on the evening of March 5th.

Thank you for your assistance in obtaining a new pass.

April 15, 1991

COPY

MEMORANDUM FOR JUDY WOODRUP

FROM: Drucie Scaling
Communications Administrative Officer
Room 122 OEOB
Washington, DC 20500

RE: Presidential Addresses

Enclosed are the documents you requested. Hope they are helpful.
If you have any further questions, please don't hesitate to call.

4/12/91

Jane -

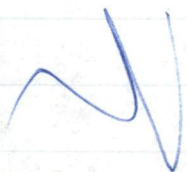
Judy Woodrupp would like copies of the last 5 addresses of the President, discussing reasons why the U.S. was entering the Persian Gulf. ^{(ie. TV speeches, et. al).} Her son is doing a report + Trucie told her we'd mail her the stuff at the beginning of next week.

Her address is:

6344 Maple Drive
Indianapolis, IN 46220

Thanks!

-Julie



THE WHITE HOUSE

WASHINGTON

October 24, 1991

MEMORANDUM FOR CHRIS VEIN

FROM: Drucie Scaling
Communications Administrative Officer
Room 122 OEOB, Ext. 2930

RE: Facility Requests

Attached, please find copies of requests that were sent to Facilities in August and September and have not yet been completed. I have called to check on some of them and either can't get the offices to answer or have been told that they will get here as soon as possible.

On the repair of the lamp for Kathy Jeavons, I turned it in on August 2. Later, I checked with her and learned that it had not been repaired. I tried to call the electrician and did try several times and was not able to reach them on the phone. She got tired of it not working and called it in to be fixed. She did reach them and they sent someone up to repair it right away. Do they not pay attention to a "Facility Request?"

Would it be possible to put answering machines in the shops that do not have people in them at all times? It would certainly help to know that you would get called back instead of trying to call them at the times that they are most likely to have someone in shop.

I was told by Facilities to call in requests to have lights in the overhead fixtures replaced. Sometimes they come right up and repair it. Sometimes they will come right up, say that they have to go get something and not come back until I have called several times (over two weeks last time.) Other times, I call and call and nobody shows for at least ten days.

If I am being unreasonable, please tell me to be more patient. That way I will be able to tell all of the staff members that I am already being labeled as "unreasonable" by the repairmen. However, it is a little hard to tell them that you are trying and they call a shop, happen to get lucky and it is done immediately.

I would also like to say that there have been many times that I have made a request and it has been completed in a timely manner. I have certainly appreciated this and hope that my appreciation has shown.

Again, thank you for your help with this matter.

THE WHITE HOUSE
WASHINGTON

November 18, 1991

MEMORANDUM FOR PAUL BATEMAN

THROUGH: DAVID F. DEMAREST, JR. *DD* *TO*
Assistant to the President
for Communications *←*

FROM: Drucie Scaling *DS*
Communications Administrative Officer
Room 122 OEOB, Ext. 2930

RE: Oasis Information Management

It would be most beneficial to have the Information Management system on the PC in my office. Many times when information is needed from this system, Tony Snow is busy and has to be disturbed in order for the information to be printed from his PC.

If you have further questions about this need, please contact me.

Thank you for your consideration of this matter.

11/19

Drucie -

We are only able, at this time, to provide this service to Commissioned Officers.

I would expect that early next year

We will be able to increase the

number of subscribers to this service. Paul

Went to Paul
11/20

SB

THE WHITE HOUSE
WASHINGTON

November 18, 1991

MEMORANDUM FOR PAUL BATEMAN

THROUGH: DAVID F. DEMAREST, JR. ^{DD}
Assistant to the President
for Communications

FROM: Drucie Scaling ^{DS}
Communications Administrative Officer
Room 122 OEOB, Ext. 2930

RE: Oasis Information Management

It would be most beneficial to have the Information Management system on the PC in my office. Many times when information is needed from this system, Tony Snow is busy and has to be disturbed in order for the information to be printed from his PC.

If you have further questions about this need, please contact me.

Thank you for your consideration of this matter.

THE WHITE HOUSE
WASHINGTON

April 8, 1992

In computer under "Lindsey"

MEMORANDUM FOR MARY INGALS

FROM: Drucie Scaling *DS*
Communications Administrative Officer
Room 122 OEOB, Ext. 2930

RE: Lindsey Johnson

Recently, I had lunch with Lindsey Johnson and she asked me to see if she could have this picture autopenned. It was taken in 1982 when she was her mother's (Congresswoman Nancy Johnson) campaign manager. Could you possibly make this happen. It will certainly be appreciated.

Thank you for your help with this matter.



THE WHITE HOUSE
WASHINGTON

September 24, 1992

MEMORANDUM FOR BETTY UBBENS

FROM: DRUCIE SCALING ^{DS}
Room 116 OEOB, Ext. 7702

RE: Books

COPY

Attached is a list of books the Research office has requested. As you can see, many of these are quotation books. With the many speeches for the President, they are researching, they are having to dig deep to find a great many different quotations.

We are also needing to update their library on some of the other books. They do not have any quotation books from modern times. The ones they currently have are quotations from Shakespeare, etc.

I know that possibly some of the books they have asked for can be found in the Library, but timewise they are stretched to their limits. They have been working until all hours of the early morning on many nights. At that point, it is hard to have to go up to the library, unlock it and try to find what you need.

I appreciate your help with this matter.

Drucie
Memo

EXECUTIVE OFFICE OF THE PRESIDENT

24-Sep-1992 10:26am

TO: (See Below)
FROM: Carol B. Aarhus
Office of Communications

SUBJECT: Book order

Drucie, we would like to order the following books for the Research Library:

- The Dictionary of Cultural Literacy; by E.D. Hirsch, Jr., Joseph F. Kett, James Trefil
- And I Quote; by Ashton Applewhite, Wm. R. Evans III, Andrew Frothingham
- Braude's Treasury of Wit and Humor for All Occasions; by Jacob M. Braude
- The New York Public Library Book of 20th Century American Quotations; published by Warner Books
- 10,000 Jokes, Toasts, and Stories; edited by Lewis and Faye Copeland; published by Doubleday
- Peter's Quotations; by Dr. Laurence J. Peter
- Simpson's Contemporary Quotations; by James B. Simpson
- Bartlett's Familiar Quotations: Sixteenth Edition; by John Bartlett
- The Oxford Dictionary of Modern Quotations; by Tony Augarde
- The Almanac of Quotable Quotes From 1991; by Ronald D. Pasquariello
- Citation World Atlas; published by Hammond (includes changes in former Soviet Union, etc.)

DISTRIBUTION:

TO: Drucillia S. Scaling