

THE WHITE HOUSE
WASHINGTON

January 31, 1970

MEMORANDUM FOR: THE PRESIDENT
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Your Scheduled Meeting with Ross Perot,
12:15 p.m., Sunday, February 1, 1970

Background

Ross Perot will be flying in to Washington National Airport tomorrow morning. He has been most anxious to relate to you the highlights of his Christmas Season attempts to deliver food, clothing, mattresses, gifts, and family mail to US-POW's. He wants also to tell you of his very strong views now (after that trip) on the matters of what is being done by Federal Government authorities to relieve the plight of US prisoners, and what more could be done.

You should know too that on several occasions he has expressed to me his surprise at the fact that since his return from the round-the-world trip (on which he spent more than \$600,000) "no one seems to be particularly concerned, grateful ... or even curious." As you know, we have purposely stayed one step removed from his POW activities -- although he has been in close touch with Henry Kissinger and General Haig re preparations. Moreover, Bob Haldeman has talked with him since his return, and so have I on numerous occasions. In fact, I outlined Ross's more immediate concerns in a January 10 memorandum to you. A copy of that correspondence is attached hereto.

Talking Points

You should emphasize to Perot:

- (1) Our continuing interest in his support.
- (2) Our recognition of the need to keep his activities totally independent of the White House.
- (3) Our pleasure that he has worked out an arrangement with Frank Borman.

Bob Haldeman hopes that you can leave Perot with the understanding that we will maintain contact with him through Borman.

Perot file

*A - note my notes -
I am not satisfied
with our
performance
Have a quick study
made & give me
a new game plan
for Government
&
Private
Action -*

*Let's see some
unconventional
plans -*

Chen

January 10, 1970

MEMORANDUM FOR: THE PRESIDENT
FROM: ALEXANDER P. BUTTERFIELD
RE: Ross Perot

Ross called last night to pass on his strong desire to see you at the earliest opportunity. These are the things which are on his mind at the moment (... in his own words):

- My next move is to go to Saigon to visit the POW camps run by the South Vietnamese. I've had a man in Saigon since the end of December to advance my visit. From all reports, he's having his share of troubles. The State Department people there, and some of the MAC-V officials, are pretty hard to deal with.
- I really feel it is imperative that I get in to see the President to report to him my impressions from this Christmas season trip of ours through Asia and Europe.
 - I can tell you one thing -- Knowing what I now know about the organization within the Federal Government which is supposed to be working on the release of American prisoners, I can think of nothing worse than being a prisoner myself.
 - We have too many thinkers and not enough doers; our people are more geared to "meeting with POW wives" than working on solutions to our problems.
 - Our Federal Government can do so much more than it is now doing.
 - The complaints of many of these wives and mothers are completely valid as far as I am concerned.

-- I was appalled when I actually met members of the International Red Cross. You can't believe how inefficient and lackadaisical they are. The people in Vientiane, Laos were absolutely unbelievable ... and in my opinion the fellow in charge is bordering on insanity.

The Federal Government needs a small, tough, hard-driving organization ... something which will keep chipping away at the problem ... an organization which will keep hitting Hanoi where it hurts. Of course, the Government will have to do things always in the conventional manner, but meanwhile private citizens like myself can do the unconventional things ... the things a Government cannot do.

I have been getting a little flak from Kissinger, but I really don't think he understands. For instance, he was concerned about my plans for going through Moscow in order to get the goods delivered to Hanoi ... for fear I would make heroes of the Soviets. Yet since my return I have been aware of a tremendous reaction here in the U.S., especially from young people, over the "surprising fact" that the Soviet Union was in any way involved. I think if I have exposed Soviet involvement in the plight of American POWs, that awakening alone is worth something. I think our trip helped bring out to a lot of people here in America the differences between open and closed societies.

Although I assured Ross of your continuing interest in resolving the POW dilemma, I expressed some doubts as to the wisdom of his coming to the White House so soon after his return. It is not unreasonable to assume that at least some newsmen might well interpret the visit as a "return for more marching orders". He said that he agreed with that and would not make known his presence in Washington. He said the best day for him would be Sunday afternoon, January 11th, but that he could make it as easily on Tuesday, January 13th; Monday, January 19th; or Monday, January 26th.

February 27, 1970

MEMORANDUM FOR: MR. KLEIN
FROM: ALEXANDER P. BUTTERFIELD
RE: Mr. Roy Hoopes

I am attaching a memorandum which I sent to members of the Cabinet on February 24th. As you will note, it concerns Mr. Roy Hoopes and the "book-writing" project that he told you about early last August.

I have met with Mr. Hoopes and been briefed on the information and materials he will need. Naturally, I intend to cooperate to the extent possible -- and so does Ollie Atkins, who met with us. However, it would seem to me more appropriate if Hoopes were to work through you and your office staff rather than directly with me.

As you probably know, our next 2 Cabinet Meetings are scheduled for March 11th and 18th.

Attachment

cc: Mr. Atkins

chrou

February 27, 1970

MEMORANDUM FOR: MR. JOHN BROWN

FROM: ALEXANDER P. BUTTERFIELD

Please submit to me a list of names of persons who have telephone facilities in their homes which provide direct communication with the White House and/or Signal switchboards. I would prefer that the names be categorized -- White House Staff, Cabinet members, military, etc.

Thank you.

Chen

February 27, 1970

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: MR. EHRLICHMAN
FROM: ALEXANDER P. BUTTERFIELD
RE: Personnel Reductions in Public
Relations Staffs

The President wants you to effect an immediate 50 percent reduction in the public relations staffs of the Executive departments. To ensure that his order is carried out to the letter and that no one assigned to public relations work is "hidden away" in some other staff area, he suggests your arranging for a thorough analysis beforehand by the Bureau of the Budget -- an analysis which will provide an accurate list of names and titles of all departmental public relations personnel.

Please provide an interim progress report by Tuesday, March 10th.

ADMINISTRATIVELY CONFIDENTIAL

Chen

February 27, 1970

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: MR. EHRLICHMAN
FROM: ALEXANDER P. BUTTERFIELD
RE: Presidential Order

The President wants you to make it clear to Secretary Romney that his handwritten instructions, as they appear on the attached memorandum, constitute a Presidential order ... and that he wants the names and titles of those persons ("one-half of all the PR men and photographers at HUD who prepare such studies") directly affected by its implementation.

Attachment

ADMINISTRATIVELY CONFIDENTIAL

Chen

February 26, 1970

MEMORANDUM FOR: Mr. John Brown
The Staff Secretary

FROM: Alexander P. Butterfield

RE: Dispatching to Members of the Cabinet
Presidential Messages to the Congress

One of the duties of the Cabinet Secretary -- when we had one -- was to ensure immediate delivery to Cabinet members of advance copies of Presidential messages to the Congress. Since November 5th, on which date I took over most of the Cabinet Secretary chores, I have been performing this "message mailing" duty with both diligence and gusto; that is until today. I'll admit, of course, that on this date the Presidential message traffic might have been just a little heavier than usual, but nevertheless, by 2:00 p.m. -- after complete mailings of 18 copies of three separate texts (lick 54 envelope flaps sometime) -- the thought occurred to me that surely some other office in these environs is more appropriately geared to handle this purely administrative (but not routine) function. I interject "not routine" because, as you probably know, the name of the game is "courtesy", and the object is to get advance copies of these messages into the hands of Cabinet members by noon -- the normal time for official deliveries to the Congress. This means that as soon as a message comes off the press "someone" must drop whatever he is doing at the time, get the material into properly addressed envelopes, and call for a messenger. And more often than not, the requirement comes along after the regular 9:30 a.m. deliveries have begun which means that special messengers must be dispatched.

Please give the matter some thought. You may want to discuss it with Ken Cole. If you think assignment of the task to one of the large support staff offices would deprive it of the personal attention it merits, I can and will retain responsibility.

P.S. Another Presidential message just came in.

February 26, 1970

MEMORANDUM FOR: MR. WARREN
FROM: ALEXANDER P. BUTTERFIELD
RE: Press Release Concerning Federal
Assistance for the State of Maine

The President has just signed a letter declaring the State of Maine a major disaster area and authorizing the use of Federal funds to supplement state and local relief measures. This note is simply to call your attention to the draft White House press release which seems to me to be poorly worded in the opening sentence. It begins:

"President Nixon today declared a major disaster
for Maine ..."

It would read more clearly this way:

"President Nixon today declared the State of Maine
a major disaster area ..."

Chron

February 25, 1970

Mrs. David Eisenhower
36 Bedford Terrace
Northampton, Massachusetts 01060

Dear Julie:

This is just a short note to provide some answers for you to relay to your friend, Louise Turner ... and to it I am attaching the letter she wrote to you on February 2nd.

The White House Fellows application of Lieutenant Robert Isard (Louise's fiance) was timely and in good order; but, unfortunately, of the 1200 applicants nationwide, he was not among the 18 selected for the 1970-1971 program. A letter to this effect was sent to him on January 30th.

Although I was not able to learn precisely why Lieutenant Isard did not make it, I would guess that his age was at least a contributing factor. This is not to say that there is anything wrong with being 24; however, most of the selectees are considerably older. (Incidentally, one can apply every year up through the age of 35.)

I am sorry that our information is getting back to you so late -- and sorry, too, that it will be a disappointment to your friend.

Sincerely,

Alexander P. Butterfield
Deputy Assistant to the President

Attachment

Chron

February 25, 1970

MEMORANDUM FOR: MR. HALDEMAN
FROM: ALEXANDER P. BUTTERFIELD
RE: Appointment Schedule

I have the following meeting scheduled for tomorrow -- Thursday,
February 26th:

10:30 P.O. Group meeting in the Roosevelt Room

Chow

February 25, 1970

MEMORANDUM FOR: GENERAL HUGHES
FROM: ALEXANDER P. BUTTERFIELD
RE: Mail Written to the President by Relatives
of Captured and Missing Persons

I agree that all mail written to the President and others here at the White House by relatives of captured and missing American servicemen should be routed directly to your office for disposition as you see fit.

I have discussed the matter with Noble Melencamp and he, too, thinks that your proposal will simplify mail handling procedures.

cc: Mr. Keogh
Mr. Melencamp

Chrow

February 25, 1970

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: MR. KEOGH
FROM: ALEXANDER P. BUTTERFIELD
RE: Volunteer Project

Further to our February 24th discussion of the volunteer project about to get underway in the Correspondence section, I have some concern (as do Bill Hopkins and Bud Krogh) about the following statute found at paragraph 665(b) of chapter 11, Title 31 of the U. S. Code.

Voluntary service forbidden.

No officer or employee of the United States shall accept voluntary service for the United States or employ personal service in excess of that authorized by law, except in cases of emergency involving the safety of human life or the protection of property.

I don't think we should stop anything we have in motion at the present time but I do intend to get some more opinions as to how we should interpret this statute and how we should conduct our project to ensure our being on the safe side of the law.

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

February 25, 1970

MEMORANDUM FOR: GENERAL HUGHES
MRS. STUART
MR. ZIEGLER
MR. ROBERT TAYLOR
MR. BULL
MISS DEBORAH MURRAY

FROM: ALEXANDER P. BUTTERFIELD

RE: Planning for Major White House Social
Functions

I would like to hold a 30-minute meeting in the Roosevelt Room at 5:00 p.m. this afternoon to review events as they occurred at the State Dinner for President Pompidou and to discuss and outline specific steps to be taken henceforth in the planning of major White House social functions. (I will notify Ambassador Mosbacher and ask him to send a representative to join us.)

Listed below, for your interest and early consideration, are some discussion items which I have in mind:

- The necessity for starting scenarios well in advance of scheduled events.
- The necessity for establishing and maintaining a good, clear (frequently-used) line of communication between the White House social office and Ambassador Mosbacher's office.
- The necessity for a thorough group review of all draft scenarios.
- The necessity for a thorough group critique on the day following major White House social functions.

-- Standard procedures at State Dinners.

- For the President and the First Lady
- For the honored guest(s)
- For other guests
- For social aides
- For members of the Secret Service (U.S. and foreign government)
- For representatives of the press
- For bandsmen and other military musicians
- For performers and members of their entourages

-- Resolution of specific problems.

If you can think of other pertinent topics, please feel free to mention them. Our purpose is introspection and, as necessary, realignment of objectives and priorities.

chron

February 24, 1970

MEMORANDUM FOR: Major Glenard Lanier
Chief, White House Police

FROM: Alexander P. Butterfield

I have just talked to Mr. John Nidecker about a plan he has worked out to provide more expeditious and efficient delivery of official correspondence to and from Capitol Hill. I would appreciate your discussing the plan with him and giving it your personal consideration. If there are no serious objections, I see no reason why it cannot be implemented right away.

Thank you.

cc: Mr. Robert Taylor
bcc: Mr. Nidecker

**RICHARD NIXON PRESIDENTIAL LIBRARY
DOCUMENT CONTROL SHEET**

ITEM REMOVED FROM THIS FOLDER

A RESTRICTED DOCUMENT OR CASE FILE HAS BEEN REMOVED FROM THIS FILE FOLDER. FOR A DESCRIPTION OF THE ITEM REMOVED AND THE REASON FOR ITS REMOVAL, CONSULT DOCUMENT ENTRY NUMBER 3 ON THE DOCUMENT WITHDRAWAL RECORD IN THE FRONT OF THIS FILE FOLDER.

Chron

February 24, 1970

Mr. President:

President Pompidou has expressed the desire that his personal interpreter remain with him at all times. Thus, we propose to invite the interpreter (M. Andronikov) up to the Yellow Oval Room this evening -- just prior to 8:00 p. m. -- along with Vern Walters. They will know to leave the Yellow Oval Room when the Mosbachers and others leave, and to rejoin you at the receiving line in the East Room.

General Walters has been invited to dinner as a guest so during the dinner portion of the evening only Andronikov will be seated directly behind you and President Pompidou. Vern Walters will be sitting on one of the outside prongs of the E-shaped table -- facing you and keeping alert for your signal in case you should want him prior to the exchange of toasts.

When you prepare to make your after-dinner remarks Walters will move immediately to a position behind you and interpret your remarks for the French President. In similar manner Andronikov will interpret President Pompidou's remarks. The point I am making here is that only Andronikov will be handling the interpreting chores during dinner.

Alex

Chron

THE WHITE HOUSE
WASHINGTON

February 24, 1970

MEMORANDUM FOR:

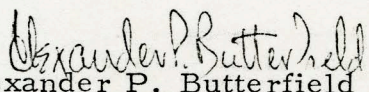
MEMBERS OF THE CABINET

SUBJECT: Mr. Roy Hoopes

On August 13, 1969, Herb Klein sent you a memorandum introducing Mr. Roy Hoopes, an employee at the Department of Health, Education and Welfare who was at that time starting to write a book about the President's Cabinet. As it happened, Mr. Hoopes' plans were delayed and he is only now beginning to do his research and gather his materials. The book will be designed primarily for youngsters of junior high school age, and written along the lines of his previous works: What The President Does All Day, What A United States Senator Does, and others. It will be concerned with the daily activities of members of the Cabinet -- how they prepare for Cabinet Meetings, how they conduct business with the President, and what they do in the normal course of following up on Cabinet affairs.

Mr. Hoopes will probably be calling on you in the near future, and will appreciate any help which you and the members of your immediate staffs might give to him.

Thank you.


Alexander P. Butterfield
Deputy Assistant to the President

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

February 23, 1970

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: MR. COLSON
MR. NOFZIGER
MR. MAGRUDER
MR. HIGBY

FROM: ALEXANDER P. BUTTERFIELD *A/*

RE: A Meeting Between Baroody and Perot

On February 6th, Lyn sent a memorandum (through Jeb) to Bob Haldeman suggesting -- for good reason -- that we arrange a meeting between Baroody and Perot ... so that Baroody could make his own pitch for funds. Jeb endorsed the idea in a separate memorandum of his own, addressed to Bob on February 7th. He emphasized the desirability of such a meeting on the basis of the fact that it "would not directly involve us." On February 11th, Larry informed me that Bob saw no problems with our arranging the meeting, and that I should take the initiative through Frank Borman. He (Larry) said further that all future matters involving communications with Perot should be funneled through me to Borman.

If I am not mistaking, all of the memoranda outlined above were sent to addressees before Bob's long telephone conversation with Perot -- the one which shed a new light on Ross's "willingness" to move along in the directions programmed and agreed to by all parties some 60-90 days ago. I think now that it would be a mistake for Baroody to go to Perot, but probably Chuck (who has dealt with Ross most recently) would be the best judge of the appropriate course of action. I fully appreciate the need for us to keep moving but the unpredictable H. Ross Perot and his moods of the moment must be considered at every step of the way, and reckoned with.

ADMINISTRATIVELY CONFIDENTIAL

February 23, 1970

MEMORANDUM FOR: MR. KEOGH
FROM: ALEXANDER P. BUTTERFIELD
RE: Duty Writer During National Crises

This correspondence refers to Bill Safire's suggestion (elaborated on in a February 10th memorandum from Dwight Chapin to me, of which you were an information addressee) that one of the White House Staff writers stand by in the immediate vicinity of the President and take notes as appropriate throughout the period of a national crisis. I agree with Bob Haldeman that it is not only a good idea but a really essential plan.

Pending more formal instructions (although I doubt that such will be necessary) let us agree now that immediately upon receipt of word from Bob Haldeman or me that a crisis situation is developing, or is upon us, you will dispatch a writer to my office, then draw up a "duty writer" schedule on the assumption that the crisis will last for more than a day. Meanwhile, I will see to it that the assigned writer is comfortably located in proximity to the President -- either in my office, Dwight's office, the Cabinet Room, or the Situation Room ... or possibly all 4 over a period of time, depending upon the action. I will be responsible also for providing whatever supplies the writer needs, and for spelling him off when replacement or back-up writers are not immediately available.

(I have given some thought in the past to a "standard operating procedure" booklet ... or something along that line. This particular instruction is typical of the kind of item such a book would contain. But until there is some development of that plan, this memo should suffice.)

cc: Mr. Safire
Mr. Chapin

chron

February 23, 1970

MEMORANDUM FOR: MR. HALDEMAN
FROM: ALEXANDER P. BUTTERFIELD
RE: The Peace Corps

This is just a quickie to tell you that immediately after you passed your "Peace Corps" message to me from Key Biscayne I relayed it orally to Mollenhoff and Buchanan. Both understood clearly what their instructions were so I saw no need to follow up the directive with a memorandum.

I assume everything is on track although I have heard nothing of the topic since.

P.S. I've just reviewed a FYI memorandum to the President from Pat Buchanan in which he expresses the opinion that abolition of the organization would subject us to extreme ridicule by members of the Congress and, in the long run, bring more harm than good to the Administration. Perhaps you saw it, too. Are both Mollenhoff and Buchanan keeping in touch with you on this and is there any more that you want me to do on the matter?

Chen

February 23, 1970

MEMORANDUM FOR: MR. COLE
FROM: ALEXANDER P. BUTTERFIELD
RE: Information Request from Julie
Eisenhower

You will recall that about 7-10 days ago I sent you a copy of a letter written to Julie Eisenhower by her Smith College friend Louise Turner. So that I can respond soon to Julie's request I would appreciate your providing, if you can do so conveniently, answers to the following questions:

- Was Navy Lieutenant Robert Isard (Louise Turner's fiancé) a regular White House Fellows applicant this year ... i.e. did he apply in time, along with everyone else?
- If so, was he selected ... or is the selection process still in progress?
- If Isard did not make it (or does not make it) can he apply again ... for next year?
- If Isard was not selected (or will not be selected), is there some particular shortcoming he might possibly remedy between now and next year?

Many thanks.

February 23, 1970

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: MISS TRUDY BROWN
FROM: ALEXANDER P. BUTTERFIELD

Mr. Steve Martini has completed Standard Form 86 (Security Investigation Data for Sensitive Position) in triplicate (attached). You should now take action to initiate the full field background investigation.

Attachment

ADMINISTRATIVELY CONFIDENTIAL

February 23, 1970

MEMORANDUM FOR: MR. KROGH

FROM: ALEXANDER P. BUTTERFIELD

RE: Permanent Residency Applications
(Los Angeles Immigration Service,
File Numbers A17-230693 and
A17-230694)

On April 4, 1968, Mr. Phu Lam Anh and his wife applied through the Los Angeles Immigration Service for permanent residency status in the United States. For various reasons there were delays and on July 15, 1969 Mr. Phu wrote to the President for special consideration of his case. As you will notice from a quick review of the attached material, Noble Melencamp answered Mr. Phu's letter 10 days later telling him that the matter was being passed to the Attorney General. Then ... on August 5th, Mr. Phu was written a letter by E. A. Loughran, Associate Commissioner for Management in the Justice Department's Washington office of the Immigration and Naturalization Service, who mentioned more delays in the Los Angeles district director's office.

Recently several Congressmen have spoken up in Mr. Phu's behalf and requested information as to the status of his application and that of his wife. I would appreciate your checking into the matter and letting me know as soon as possible where things stand as of the moment.

Thank you.

Chen

February 23, 1970

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: Mr. Robert Taylor
Special Agent in Charge
Presidential Protective Division
U. S. Secret Service

FROM: Alexander P. Butterfield

RE: White House Police Chief

It is my understanding that the present Chief of the White House Police is due to retire within the next 4-6 months. If this is true, I would like to talk to you briefly about candidates for his successor.

ADMINISTRATIVELY CONFIDENTIAL

chron

February 23, 1970

MEMORANDUM FOR: MR. MELENCAMP
FROM: ALEXANDER P. BUTTERFIELD

On February 18th Vince Lombardi wrote a letter to the President which read as follows:

Dear Mr. President:

I am forwarding herewith a copy of a film which portrays "The Flag Story." This was taken at half-time on November 9, 1969, when we played the Eagles in Washington.

We are grateful to the Armed Forces for their appearance.

We hope you will find this film interesting and at the same time will show in a small way what we are trying to do to show our loyalty and appreciation to our country.

Please prepare a brief note of thanks for the President's signature ... and add a word of congratulations for the Redskins' continuing efforts to generate nationwide a spirit of patriotism and national unity.

Thank you.

Chron

February 23, 1970

MEMORANDUM FOR: THE PRESIDENT
FROM: ALEXANDER P. BUTTERFIELD
RE: Presidential Letter to Major Chuck Robb
(FYI)

Last week you asked me to see that a letter of congratulations was written to Major Chuck Robb for his skillful handling of a hostile college audience while he discussed Vietnam pacification as a part of his Marine Corps recruiting duties.

The letter was written, signed and mailed on February 20th. A copy is attached.

Attachments

chron

February 23, 1970

MEMORANDUM FOR: Mr. Paul W. McCracken
Chairman, Council of Economic Advisors

FROM: Alexander P. Butterfield

RE: Presidential Request

Mr. C. S. Mott (President of the Charles Stewart Mott Foundation of Flint, Michigan) handed the attached papers to the President during the recent dinner at the White House for the National Center for Voluntary Action.

The President would appreciate your taking a moment to review the material and to comment on your views in a short note of your own to Mr. Mott.

Attachments

Chiron

February 23, 1970

Memo for: Mr. Whitaker

From: Alexander P. Butterfield

FYI. Mr. C.⁴ S.³ Mott of Flint, Michigan passed this paper to the President during the recent dinner for the National Center for Voluntary Action.

Attachment

chrou

February 23, 1970

MEMORANDUM FOR: MR. JOHN BROWN
Staff Secretary

FROM: ALEXANDER P. BUTTERFIELD

RE: Action Memorandum - Log Nr. P256

The attached memorandum to the President complies with your
Action Memorandum - Log Nr. P256.

Attachment

Chen

February 23, 1970

MEMORANDUM FOR: THE PRESIDENT

FROM: ALEXANDER P. BUTTERFIELD

RE: Air Force Colonel (Brigadier General-selectee) Chappie James

Your February 11th news summary reported that the Justice Department intended to investigate the alleged refusal of a Pensacola, Florida cocktail lounge management to serve (Negro) Air Force Colonel Daniel "Chappie" James. You asked me to check out the facts of the matter and, if I found them to be true, to express your concern to the Attorney General.

The incident did occur and the Attorney General has been informed of your interest. Here are the highlights:

- James, as you may know, is a somewhat renowned Air Force fighter pilot. He is a huge man, winner of at least 1 Freedoms Foundation award, hero of 2 wars, and a recent brigadier general selectee.
- His home town is Pensacola, Florida ... and he was home from his duty station at Wheelus Air Base, Libya to receive the Kiwanis Club's "Man of the Year" award.
- He (in his uniform) and 2 Italian friends (in civilian clothes) entered the Torch Lounge and prepared to order when the owner-manager, a Mr. Horne, came up to his table, pointed a finger in his face, and said in a positive and rather discourteous manner, "You've got to get out of here now. We don't serve colored folks in this lounge."
- Colonel James reminded the owner that such discrimination was against the law but to this the owner

replied, "We make our own laws in here." Colonel James and his friends left the lounge without further argument or comment.

- Although he refused to answer the questions of news reporters, Colonel James did report the details of the incident to the Commanding Officer of the Pensacola Naval Air Station. On the following day he responded briefly to questions put to him by a local television station reporter -- but he urged the reporter not to make a mountain out of a molehill.
- Justice Department's Civil Rights Division directed FBI agents to investigate. The agents spoke to Mr. Horne on February 13th, and Horne admitted all of the facts as they had been reported and unequivocally assured the agents that in the future he would serve all persons without regard to race or color.
- It is a close legal question as to whether the lounge management violated Title II of the 1964 Civil Rights Act. The courts have interpreted the coverage of this statute rather broadly and Justice is still studying the issue.
- Colonel James is scheduled to be transferred in late March from his base in Libya to Dan Henkin's public affairs office on Mel Laird's staff.

Chen

February 20, 1970

PERSONAL

Mr. Charles J. West, Jr.
Room 499, Executive Office Building
Washington, D. C.

Dear Charlie:

This month and next we are taking steps to effect personnel reductions in most of the Federal departments and agencies, and within the Executive Office of the President. As part of a thorough review of our White House staff, I discussed your particular case with Messrs. Harlow, Timmons, BeLieu and Colson and decided, regrettably, that even though you are officially assigned to the Department of Defense we cannot justify retention of your consultative services beyond March 31, 1970.

This is not at all to say that what you have done has not helped the Administration record a very successful first year; in fact, quite the contrary is true. The time and effort you have so willingly devoted, and the resultant contributions, have been most useful ... and many of us here are aware of the sacrifices you made to stay on beyond the fall months. Nevertheless, staff reductions are absolutely necessary and this private correspondence is simply to let you know as early as possible how things are developing.

Sincerely,

Alexander P. Butterfield
Deputy Assistant to the President

PERSONAL

Chen

February 20, 1970

MEMORANDUM FOR: MR. HIGBY

FROM: ALEXANDER P. BUTTERFIELD

A while back you sent me a John Davies memo addressed to Bob Haldeman. It concerned the admittance of spectators at White House ceremonies. I held a recent meeting with Bob Taylor and John Davies and during the session all items mentioned in the memo were discussed and ironed out. It is considered finished business.

Chen

February 20, 1970

MEMORANDUM FOR: MR. KROGH
FROM: ALEXANDER P. BUTTERFIELD
RE: Incident Involving Colonel Daniel James,
U.S. Air Force

The President's February 11th news summary reported that the Justice Department is investigating the alleged refusal of a Pensacola, Florida cocktail lounge to serve (Negro) Air Force Colonel Daniel "Chappie" James who was home on leave from his duty station at Wheelus Field, Libya. As you may know, "Chappie" James is a somewhat renowned Air Force fighter pilot, winner of at least 1 Freedom Foundation award, hero of 2 wars, all-round good fellow, and a recent selectee to the grade of brigadier general.

Can you please check right away with the Justice Department and find out precisely what has been done to date in the way of investigating this allegation. I must have this information if at all possible before the end of the day. I am attaching a memorandum just received from Don Hughes and an editorial which appeared in the Pensacola Journal. Both give fairly clear evidence that the incident did, in fact, occur.

Thank you.

Attachments

Chen file

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

February 20, 1970

MEMORANDUM FOR: ROSE MARY WOODS

FROM: ALEXANDER P. BUTTERFIELD

AY

It is my understanding from Bud Wilkinson that there have been a number of "late cancellations" by persons who previously accepted invitations to attend the White House dinner tonight for the National Center for Voluntary Action. (The guest list attached to the President's scenario does not reflect this.) If this is true -- and if there is adequate space available -- Bud would like the 4 members of his immediate staff to be able to attend. They are:

Mr. Archibald McKinley, Jr.
Mr. William Mullins
Miss Jayne Shover
Mr. Norman Goldstein

NOT SENT

chron

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

February 19, 1970

MEMORANDUM FOR: ROSE MARY WOODS
CHRISTINA BUCHEIT
NANCY LAMMERDING
SHELLEY SCARNEY

FROM: ALEXANDER P. BUTTERFIELD *A/*

RE: Public Demonstrations in the Vicinity of the
Watergate Apartments

Bob Taylor has asked the Intelligence Division of the Secret Service—
to keep him advised of all information pertinent to public demonstra-
tions being planned in the area of the Watergate Apartments. When
and if the situation becomes the least bit dangerous he will offer to
all Staff ladies who reside there an escort service to and from the
White House.

chron

February 19, 1970

MEMORANDUM FOR: MR. HALDEMAN
FROM: ALEXANDER P. BUTTERFIELD
RE: Appointment Schedule

I have the following meeting scheduled for Friday, February 20th:

11:00 Short meeting with Bob Taylor, Secret Service

Chron

February 19, 1970

MEMORANDUM FOR: GEN. HUGHES

FROM: ALEXANDER P. BUTTERFIELD

Perhaps your POW contact in OSD (Is it still Dick Capen?) will want to send the attached extract from the Congressional Record to wives and families of American POW's.

Attachment

Chow

February 19, 1970

MEMORANDUM FOR: MR. HALDEMAN
FROM: ALEXANDER P. BUTTERFIELD
RE: P.O. Planning Sessions

This is just a note to say that in my opinion our Wednesday morning (Thursday mornings hereafter) P.O. planning sessions are accomplishing less and less in more time rather than more and more in less time. In fact, only one of these meetings that I've chaired has gone acceptably well and it was the one for which I took time to carefully prepare. I was here alone with the schedule (such as it was during the Christmas holiday season), had reviewed it, had asked myself questions, had pinpointed weak spots (or dates) from a PR standpoint, etc. . . . so had only to sit back and listen to Jeb until the discussion wound down -- or until someone diverted from what I knew was the real issue.

Of course, I believe that Jeb should be intimately familiar with every item and how it relates to every other item so that without hesitation he can bang out every point and keep the ball rolling. But to the extent that he is not going to do that and I am going to be expected to take over and lead, I must be privy to more of the business which transpires throughout the week e.g. the frequent Haldeman-Chapin sessions, the Cole inputs, the President's desires, the political emphases, etc.

In short, the 2 things responsible for the gradual degeneration of these meetings are: (1) Jeb's lack of command and control while moving from topic to topic, and (2) My pitiful lack of preparedness when suddenly called upon to substitute for you. In fact -- to elaborate on point 2 -- I have been as little involved with the general development of Presidential and Vice Presidential events, messages to the Congress, Executive departmental affairs, and other such aspects of our planning than anyone present at these meetings . . . except possibly for Connie Stuart. Perhaps in my new primary role as reviewer of Presidential memos and chief paper-taker-iner I will automatically gain a broader perspective.

chron

MEMORANDUM

THE WHITE HOUSE
WASHINGTON

February 19, 1970

MEMORANDUM FOR: MR. COLE
MR. MAGRUDER

FROM: ALEXANDER P. BUTTERFIELD *A*

Executive department heads, except for Secretaries Rogers, Laird and Romney, were called between 5:30 and 6:30 p.m. tonight. All seemed to be calm and relaxed and all appreciated our "taking the time to pass on the information."

chron

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

February 19, 1970

MEMORANDUM FOR: MR. CASHEN
MR. CAMPBELL
MR. HULLIN

FROM: ALEXANDER P. BUTTERFIELD

A/

Although it isn't worth much now that the cat is out of the bag, I want to apologize to each of you for carelessly allowing a copy of the article "How the Government Works" to reach the Department of Housing and Urban Development after your clear request to withhold that Department's copy. Evidently I got into the mailings -- then got diverted to something else -- then resumed the mailings, without recalling your note.

(If I can help you again, let me know.)

cc: Mr. Ehrlichman

Chen

February 18, 1970

MEMORANDUM FOR: MR. HALDEMAN
FROM: ALEXANDER P. BUTTERFIELD
RE: Appointment Schedule

I have the following meeting scheduled for tomorrow -- Thursday,
February 19th:

10:00 P.O. Group meeting in the Roosevelt Room

February 18, 1970

Mr. Robert C. Hagopian
Senior Vice Commander
Disabled American Veterans
Massachusetts Headquarters
Room 545 - State House
Boston, Massachusetts 02133

Dear Mr. Hagopian:

The President has asked me to convey his thanks for your letter and thoughtful suggestion of January 30th. The safety patrol plan has been referred to the U. S. Secret Service which, as you know, is the agency responsible for the protection of the President.

Sincerely yours,

Alexander P. Butterfield
Deputy Assistant to the President

chron

February 18, 1970

MEMORANDUM FOR: MR. MELENCAMP
FROM: ALEXANDER P. BUTTERFIELD
RE: Presidential Letter

On page 1 of the February 18th Philadelphia Inquirer there is an article which tells of Major Chuck Robb winning over a hostile college audience while discussing Vietnam pacification as a part of his Marine Corps recruiting duties.

Please prepare for the President's signature a short note of congratulations to Major Robb.

chron

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

Determined to be an
Administrative Marking
Not National Security Information
By JLS NARA Date 3/25/2016

February 18, 1970

CONFIDENTIAL

MEMORANDUM FOR: MRS. STUART
GEN. HUGHES

FROM: ALEXANDER P. BUTTERFIELD *ty*

I am writing this memorandum to let you know that at the President's request the Cabinet-level precedence rank accorded Dr. Arthur Burns while he served as Counsellor to the President will be retained ... despite his recent move to the Federal Reserve System as Chairman of its Board of Governors.

Please amend your confidential precedence lists by placing Dr. Burns' name immediately after the name of the lowest ranking appointee with current Cabinet membership.

This action has been coordinated with Ambassador Mosbacher, and Dr. Burns has been informed.

CONFIDENTIAL

Chen

February 18, 1970

MEMORANDUM FOR: MR. HALDEMAN
FROM: ALEXANDER P. BUTTERFIELD
RE: Precedence Rank of Dr. Arthur Burns

Several weeks ago Larry relayed to me your instructions to ensure the retention of Arthur Burns' precedence rank (at the Cabinet level) despite his move to the Chairmanship of the Federal Reserve Board. I came back to you with a memo on the following day stating that Mosbacher's office had been called, and the message passed ... although Bus, himself, was in Australia at the time and not due to return until February 16th.

This is merely to let you know that I spoke personally with Bus Mosbacher this morning, and have been assured that action was taken without any snags.

Chris

THE WHITE HOUSE
WASHINGTON

February 18, 1970

MEMORANDUM FOR:

MEMBERS OF THE CABINET

SUBJECT: United States Foreign Policy for
the 1970's -- A Presidential Report

I am attaching to this memorandum a copy of the
President's February 18th report to the Congress
entitled "United States Foreign Policy for the 1970's."

Alexander P. Butterfield
Alexander P. Butterfield
Deputy Assistant to the President

Attachment

February 18, 1970

MEMORANDUM FOR: Mr. John Brown
Staff Secretary

FROM: Alexander P. Butterfield

Bill Hopkins and his people were kind enough to revise recently the attached material concerning Cabinet councils, committees and sub-committees. I would appreciate your ensuring that it is double-checked once again for accuracy ... and retyped for distribution to the following staff personnel:

Mr. Haldeman
Mr. Ehrlichman
Dr. Kissinger
Mr. Timmons
Mr. Flanigan
Mr. Klein
Mr. Keogh
Mr. Butterfield
Mr. Cole
Mr. Garment
Mr. Morgan
Mr. Krogh
Mr. Whitaker
Mr. Cashen
Mr. Ziegler
Mr. Chapin

Many thanks.

Attachment

THE WHITE HOUSE

WASHINGTON

A G E N D A

CABINET MEETING

Wednesday, February 18, 1970

9:30 A.M. to 11:00 A.M.

9:30 - 9:50

1. FAMILY ASSISTANCE -- First Report on Results of New Jersey Experiment

Honorable Donald Rumsfeld, Director,
Office of Economic Opportunity

a) Key Points

(10 min)

- Work effort increases among those receiving payments.
- Low income families receiving supplementary benefits reduce borrowing, buy fewer items on credit, etc.
- The Family Assistance Program, excluding Day Care and Work Training provisions, costs less than the current welfare system.

(10 min)

b) Discussion

9:50-10:00

2. THE CURRENT ECONOMIC SITUATION

Honorable Paul W. McCracken, Chairman,
Council of Economic Advisors

a) Key Points

(5 min)

- Present status and indications as to future trends.
- We are now in the difficult period during which the economy is adjusting to less-inflationary conditions.

(5 min)

b) Discussion

10:00-10:35

3. REPORT ON PRODUCTIVITY -- TRENDS IN
OUTPUT PER MAN-HOUR

Honorable George P. Shultz,
Secretary of Labor

a) Key Points

(20 min)

-- Review of over-all trends, the situation in industry, international comparisons, and the short and long-term approaches to the improvement of productivity. (Output per man-hour in the private economy, excluding the farm sector, rose by only 0.4 percent during 1969 -- the poorest performance since 1956, and well below the trend growth from 1950 to 1969 of 2.6 percent per year.)

b) Discussion

(15 min)

(President's remarks re the Administration's position of "no recession", and the need for positive attitude.)

10:35-11:00

4. REPORT OF CABINET COMMITTEE ON QUALITY
EDUCATION

Honorable Spiro T. Agnew, Vice President
of the United States

a) Key Points

(10 min)

-- The school situation in the South.

b) Discussion

(15 min)

(President's remarks re basic Administration policy on schools.)

THE WHITE HOUSE
WASHINGTON

A G E N D A

CABINET MEETING

Wednesday, February 18, 1970
9:30 A.M. to 11:00 A.M.

1. FAMILY ASSISTANCE -- First Report on Results
of New Jersey Experiment

Honorable Donald Rumsfeld, Director,
Office of Economic Opportunity

2. THE CURRENT ECONOMIC SITUATION

Honorable Paul W. McCracken, Chairman,
Council of Economic Advisors

3. REPORT ON PRODUCTIVITY -- TRENDS IN
OUTPUT PER MAN-HOUR

Honorable George P. Shultz,
Secretary of Labor

4. REPORT OF CABINET COMMITTEE ON QUALITY
EDUCATION

Honorable Spiro T. Agnew, Vice President
of the United States

chron

THE WHITE HOUSE
WASHINGTON

A G E N D A

CABINET MEETING

Wednesday, February 18, 1970
9:30 A.M. to 11:00 A.M.

1. FAMILY ASSISTANCE -- First Report on Results
of New Jersey Experiment

Honorable Donald Rumsfeld, Director,
Office of Economic Opportunity

2. THE CURRENT ECONOMIC SITUATION

Honorable Paul W. McCracken, Chairman,
Council of Economic Advisors

3. ECONOMIC POLICY

Honorable George P. Shultz,
Secretary of Labor

4. BRIEF REMARKS BY THE PRESIDENT

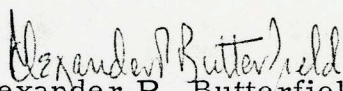
THE WHITE HOUSE
WASHINGTON

February 13, 1970

MEMORANDUM FOR:

MEMBERS OF THE CABINET

John Ehrlichman thought that you and your Under Secretaries (or Deputies) would be interested in reading the attached material. It is a Robert Wood article from the winter issue of The Public Interest, and serves essentially as a corollary to the President's thinking: You can't run the country from Washington, and you can't operate the Federal government from the White House ... although the tendency to try is deep running.


Alexander P. Butterfield
Deputy Assistant to the President

Attachment

February 13, 1970

MEMORANDUM FOR: Mr. Robert Taylor
U. S. Secret Service

FROM: Alexander P. Butterfield

RE: Miscellaneous Security Items

I am attaching to this memorandum 2 separate pieces of correspondence, each pertaining in some way to security. I would appreciate your thoughts and/or recommendations on these matters prior to the close of business on February 18th.

Thank you.

Attachments

Chen

February 13, 1970

MEMORANDUM FOR: MISS ROSE MARY WOODS

FROM: ALEXANDER P. BUTTERFIELD

RE: Mr. and Mrs. Rounsevelle Schaum
(Miss Arlene Dahl)

I am writing this memorandum to confirm the request which Ruth Goodwin passed to Marje Acker earlier this morning.

Arlene Dahl has kindly volunteered to appear (along with U.S. Representative Thomas Downing, Senator Robert Dole, and others) at a Freedom Rally to be held at Constitution Hall February 21st from 4:00-6:00 p. m. Prior to her acceptance the Freedom Rally officials were wringing their hands over the lack of a star attraction, preferably from the entertainment world, to help draw a good crowd. Waller Taylor is the fellow we have to thank for eventually contacting Miss Dahl and getting her "okay". She and her husband are now at the Delmonico Hotel in New York (AC 212, EL 5-2500), but she leaves tomorrow for Europe ... and will not be back until late in the day on February 18th. She plans to re-join her husband here in Washington on or about February 20th, appear at the Freedom Rally as programmed on February 21st, then depart the area for California.

Waller urges us to invite her to the White House for the "1776" presentation on February 22nd. Bob Haldeman strongly concurs and suggested that, if at all possible, we extend the invitation prior to her Saturday departure for Europe.

I know that you have already prepared an especially long guest list for that particular "Evening at the White House" and that this request is an imposition; but I do hope that we can find a way to include the Schaums. It would be the most appropriate way of repaying her for her several contributions to our various silent majority projects.

chron

February 13, 1970

Honorable Maurice H. Stans
Secretary of Commerce
Washington, D. C.

Dear Mr. Secretary:

This is just a short note to let you know that I received the paper which Harold Passer prepared on the relationship between the business community and the New Federalism. The material has been passed on to Bill Safire who, as you may know, is in charge of our "New Federalism" project and he just called to tell me how much he appreciates the contribution.

Sincerely,

Alexander P. Butterfield
Deputy Assistant to the President

Chen

February 13, 1970

MEMORANDUM FOR: MR. JOHN BROWN

FROM: ALEXANDER P. BUTTERFIELD

RE: The President's Meeting with A Cabinet
Member on February 17th

As yet no Cabinet member has been named to fill the time set aside for a meeting with the President on the afternoon of February 17th. If and when Dwight comes up with a name, we should assign the "briefing folder" project to whichever staff member is responsible for maintaining close liaison with his (the Cabinet member's) department i.e. Peter Flanigan in the case of Secretaries Stans or Kennedy, John Whitaker in the case of Secretaries Hardin or Hickel, etc.

As a general rule I am responsible for Cabinet matters only as they pertain to the Cabinet as a body. However, I will be glad to serve as a pinch hitter when needed.

Attachment:
Action Memo

Cirron

THE WHITE HOUSE
WASHINGTON

February 11, 1970

MEMORANDUM FOR:

MEMBERS OF THE CABINET

SUBJECT: Change in Cabinet Meeting Schedule

Because of the fact that the National (mid-winter) Governors Conference has programmed committee meetings on domestic issues throughout the morning of February 25th, the Cabinet Meeting previously scheduled for that day will not be held.

The calendar of Wednesday meetings through the end of March now looks like this:

Wed., Feb 18 -- Cabinet Meeting (9:30 a.m.)

Wed., Mar 4 -- NSC Meeting

Wed., Mar 11 -- Cabinet Meeting

Wed., Mar 18 -- Cabinet Meeting

Wed., Mar 25 -- Cabinet Meeting

Alexander P. Butterfield

Alexander P. Butterfield
Deputy Assistant to the President

(Note: The President will leave for Key Biscayne tonight and return on Sunday, February 15.)

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

February 11, 1970

MEMORANDUM FOR: MR. KLEIN
MR. MAGRUDER
MR. WARREN

FROM: ALEXANDER P. BUTTERFIELD

During the past 2-hour period I have been in touch by telephone with Secretary Stans, George Pantos (Office of Minority Enterprise at the Department of Commerce), General Hughes (in San Clemente), Herb Klein and Jerry Warren. All agree that we should announce the "off-season" availability of certain Western White House facilities this coming Friday or Saturday from Key Biscayne. The first event will be Secretary Stans' meeting with Southern California editors and Los Angeles area federal officials involved in the Administration's minority enterprise program on Tuesday afternoon, February 17th. Background information has been sent already to Herb Klein, Jeb Magruder and Jerry Warren.

Please coordinate closely with George Pantos at Commerce (Code 189-2655). He is the project officer at the end of the line and has been most cooperative thus far. (Incidentally, both he and Secretary Stans are noticeably charged up over this scheme and are as interested as we are in a successful "first event".)

February 11, 1970

MEMORANDUM FOR: MR. CHOTINER
FROM: ALEXANDER P. BUTTERFIELD
RE: Washington Police Department Training
Film

My thanks for your reminder of February 10th. Several Staff members have expressed an interest in this film and I am taking steps now to obtain it for 2-3 showings in our East Wing Theater. I will get word to you and others once the film is in hand.

Chen

February 11, 1970

MEMORANDUM FOR: MR. FLEMMING

FROM: ALEXANDER P. BUTTERFIELD

My thanks for your reminder of our need to re-emphasize to Staff members the importance of access control of visitors to the White House and EOB office areas. A memorandum to this effect will be circulated early next week.

MEMORANDUM

THE WHITE HOUSE
WASHINGTON

February 11, 1970

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: MR. HALDEMAN
MR. EHRLICHMAN
MR. KLEIN
MR. KEOGH
MR. DENT
MR. COLSON
MR. CHOTINER
MR. MOLLENHOFF
MR. NOFZIGER
MR. COLE
MR. KROGH
MR. SAFIRE
MR. BUCHANAN
MR. RAY PRICE
MR. CHAPIN
MR. HUSTON

FROM: ALEXANDER P. BUTTERFIELD *A*

Murray Chotiner and others have mentioned to me the fact that the Washington Police Department made a 30-minute training film during the mid-November demonstrations here in Washington, D.C. I now have access to that film and plan presentations in the East Wing Theater at 4:30 p.m. on the dates indicated below:

Thursday, February 12th

Monday, February 16th

If you know of other Staff members who might be interested, please pass this information on to them.

Thank you.

ADMINISTRATIVELY CONFIDENTIAL

chru

February 11, 1970

MEMORANDUM FOR: MR. HALDEMAN
FROM: ALEXANDER P. BUTTERFIELD
RE: The Scheduled February 25th
Cabinet Meeting

I have received no less than a half-dozen calls from Cabinet members, their assistants, and Governors Conference officials concerning previously scheduled events which are in conflict with our planned February 25th Cabinet Meeting. Three of these events are:

- (1) National (Mid-winter) Governors Conference, Feb 25-26. I am told by Nils Boe and a Mr. Byrley that these dates were set quite some time ago by the President, himself. All Cabinet members except for Secretaries Rogers and Laird are expected to attend the "domestic issue" committee meetings throughout the morning of the 25th.
- (2) Congressional testimony on the Hill for Secretary Laird.
- (3) President Pompidou's appearance before a Joint Session of Congress. Cabinet members have been asked to attend this event and arrive at the Speaker's Chamber by 11:55 a. m.

In view of the foregoing information, and Dwight's word to me that February 24th and February 26th pose as many problems, I recommend we consider cancelling the February 25th Cabinet Meeting and picking up our weekly meeting schedule with the March 4th meeting of the NSC.

Chen

February 11, 1970

MEMORANDUM FOR: THE PRESIDENT
FROM: ALEXANDER P. BUTTERFIELD
RE: Memoranda for the President's
File

This is just a note to assure you that memoranda have been written on the two major meetings held during your recent visits to Indianapolis and Chicago. Both are attached at Tab A.

Incidentally, we have 308 such memoranda on file. They cover most of your more significant meetings and appointments. A random sampling is attached at Tab B.

The general substance and color of many of the other meetings in which you have participated are contained in the personal notes of Messrs. Haldeman, Ehrlichman and Kissinger.

Attachments

chron

THE WHITE HOUSE
WASHINGTON

February 10, 1970

MEMORANDUM FOR:

MEMBERS OF THE CABINET

SUBJECT:

Cabinet Meeting Schedule

I am writing this memorandum to confirm the message passed to your office yesterday -- that the next Cabinet Meeting will be held in the Cabinet Room at 9:30 a.m. Wednesday, February 18th ... and that, as a general rule, Cabinet Meetings thereafter will be scheduled every Wednesday except the first Wednesday of a month, that particular day being set aside for an NSC Meeting. There may well be some slight deviations from this plan, but until such time as they become necessary and are announced, the calendar of Wednesday meetings through the end of March looks like this:

Wed., Feb 18	--	Cabinet Meeting (9:30 a.m.)
Wed., Feb 25	--	Cabinet Meeting
Wed., Mar 4	--	NSC Meeting
Wed., Mar 11	--	Cabinet Meeting
Wed., Mar 18	--	Cabinet Meeting
Wed., Mar 25	--	Cabinet Meeting

Although a final agenda for the February 18th meeting will not be sent to you until Monday, I can tell you now that the prime topics will concern (1) the current economic situation, and (2) Administration economic policy. Briefings on these matters will be presented by Dr. McCracken and Secretary Shultz.

Alexander P. Butterfield
Alexander P. Butterfield
Deputy Assistant to the President

Chron

February 10, 1970

MEMORANDUM FOR: MR. HALDEMAN
FROM: ALEXANDER P. BUTTERFIELD
RE: Appointment Schedule

I have the following meeting scheduled for tomorrow -- Wednesday,
February 11th:

10:00 P. O. Group meeting in the Roosevelt Room

Chen

February 10, 1970

MEMORANDUM FOR: MR. CHAPIN
FROM: ALEXANDER P. BUTTERFIELD
RE: The President's Schedule

I just received a telephone call from Mr. Charles Byerley of the National Governors Conference ... and another from Governor Nils Boe. Both had heard from Cabinet members that a Cabinet Meeting is planned for Wednesday morning, February 25th ... and both were calling to ask if some other arrangements (of the President's schedule) could possibly be made. It seems that the National Governors Conference program -- already established and publicized -- calls for committee meetings on domestic issues throughout the morning of the 25th, and that all of our "domestic area" Cabinet members are expected to be in attendance. (Mr. Byerley mentioned by name the Attorney General, the OEO Director, and the Secretaries of Agriculture and Housing and Urban Development, but implied that all would be present except the Secretaries of State and Defense.) At 2:00 p.m. on February 25th, Governor Love will open the plenary session and the Vice President will address the participants. Then, at 3:00 p.m., John Ehrlichman will take the floor, closely followed by certain other members of the White House staff.

I am told that the morning of February 26th is free and clear insofar as Governors Conference activities are concerned. Late in the afternoon of that day, however, the President is scheduled to address the group and thus bring the plenary session to a close.

I will get from Nils Boe the details relative to the ease or difficulty of jockeying the Governors Conference schedule. I'm not at all certain that his program is in concrete. Meanwhile, you should be considering alternatives to what is now planned.

February 10, 1970

MEMORANDUM FOR: MR. JOHN BROWN

FROM: ALEXANDER P. BUTTERFIELD

RE: Secret Service Space Requirements at
1800 G Street

I am attaching a memorandum which Jack Nielsen of the Secret Service wrote yesterday to Gene Rossides. As you will note, the only obstacle to our getting the 7200 sq. ft. for Executive Protective Service offices is finding equivalent space elsewhere. Perhaps between now and the close of business on Thursday GSA could put its finger on something satisfactory and thus preclude the "necessity" of Friday's meeting.

Attachment

Chen

February 10, 1970

MEMORANDUM FOR: Mr. Alfred Wong, Special Agent in Charge
Technical Security Division, U.S. Secret Service

FROM: Alexander P. Butterfield

RE: White House and EOB Pass List

Please prepare and forward to my office at your earliest convenience (but no later than February 18th) a list of all persons currently in possession of a valid White House or EOB pass.

Thank you.

February 10, 1970

MEMORANDUM FOR: DR. TKACH
FROM: ALEXANDER P. BUTTERFIELD
RE: Key Personnel

I am attaching the list of key personnel which you requested last Friday.

Attachment

MEMBERS OF THE CABINET

1. Vice President Agnew
2. Secretary Rogers
3. Secretary Kennedy
4. Secretary Laird
5. Attorney General Mitchell
6. Postmaster General Blount
7. Secretary Hickel
8. Secretary Hardin
9. Secretary Stans
10. Secretary Shultz
11. Secretary Finch
12. Secretary Romney
13. Secretary Volpe
14. Director Mayo
15. Director Rumsfeld
16. Amb. Yost (U. S. Rep to the U.N.)
17. Counsellor Harlow
18. Counsellor Moynihan

WHITE HOUSE STAFF

- | | |
|--------------------|-----------------------------------|
| 1. Mr. Haldeman | Assistant to the President |
| 2. Mr. Ehrlichman | Assistant to the President |
| 3. Dr. Kissinger | Assistant to the President |
| 4. Mr. Timmons | Assistant to the President |
| 5. Mr. Flanigan | Assistant to the President |
| | |
| 6. Mr. BeLieu | Deputy Assistant to the President |
| 7. Mr. Butterfield | Deputy Assistant to the President |
| 8. Mr. Cole | Deputy Assistant to the President |
| 9. Mr. Garment | Deputy Assistant to the President |
| 10. Mr. Morgan | Deputy Assistant to the President |
| 11. Mr. Cashen | Deputy Assistant to the President |
| 12. Mr. Krogh | Deputy Assistant to the President |
| 13. Mr. Whitaker | Deputy Assistant to the President |
| 14. Mr. Nofziger | Deputy Assistant to the President |

15. Mr. Colson	Special Counsel to the President
16. Mr. Dent	Special Counsel to the President
17. Mr. Chotiner	Special Counsel to the President
18. Mr. Mollenhoff	Special Counsel to the President
19. Rose Mary Woods	Personal Secretary to the President
20. Mr. Keogh	Special Assistant
21. Mr. Klein	Director of Communications for the Executive Branch
22. Mr. Magruder	Deputy Director of Communications for the Executive Branch
23. Mr. Ziegler	Press Secretary to the President
24. Dr. DuBridge	Science Advisor to the President
25. Mr. Thayer	Special Consultant to the President
26. Mr. Chapin	Special Assistant
27. Mrs. C. Stuart	Staff Director to Mrs. Nixon

chron

February 10, 1970

MEMORANDUM FOR: MR. CHARLES STUART
FROM: ALEXANDER P. BUTTERFIELD
RE: Liaison with the Inaugural Committee

In that you have worked previously with Bill Marriott and others on the Inaugural Committee, I would appreciate your assuming what few additional responsibilities might come your way as White House point of contact for Inaugural Committee matters. As significant events develop and occur, you should keep me informed by memorandum so that I can relay to the President those items which I believe to be of special interest. I will call Bill Marriott on this prior to the President's departure for Key Biscayne ... and, if you like, you can check in with him early next week.

You and Connie are right about the need for an operating fund for Mrs. Nixon. I will mention the desirability of your plan to Bill Marriott when I talk to him ... then leave arrangements of the matter to you.

cc: Mrs. Connie Stuart

Chen

February 9, 1970

MEMORANDUM FOR: MR. HALDEMAN
FROM: ALEXANDER P. BUTTERFIELD
RE: Miscellaneous Items

- Ray Price has been invited to tonight's (7:00 p.m.) private dinner. He has all necessary details and knows about his recording duties.
- Pat Buchanan has been invited to the private dinner tomorrow night (7:30 p.m.). He is aware of the general topic for discussion and knows that he is expected to take notes.
- John Price is pulling together his notes on the Urban Affairs Council meeting held at Indianapolis. John Ehrlichman and Lee DuBridge will provide the necessary data on the Environmental Quality Council meeting held in Chicago. I am still following up on the small meeting the President held with Governor Ogilvie and others. At this point I am not sure who, if any, of our staff members sat in.
- I have given all Cabinet members oral notification of our new "Cabinet Meeting" plan. This announcement will be followed up with a personal memo to each. (Incidentally, a memo today from Dwight to Ken Cole outlines a program in which every 4th weekly meeting is an NSC Meeting beginning with the NSC Meeting this coming Wednesday, February 11th and I told the Cabinet members that NSC Meetings normally would be held on the 1st Wednesday of every month with other Wednesday mornings being devoted to Cabinet Meetings. This could be a very small point and, of course, I can go either way. But I don't want to put anything in writing until I am sure of your understanding.) I am meeting with Ken Cole tomorrow at 10:00 a.m. to draw up a preliminary schedule. If these meetings are to run smoothly, and anything at all is to be accomplished, considerable thought must be given to their planning and programming. I hope to have something worth showing to you by tomorrow afternoon.

Chiron

February 9, 1970

MEMORANDUM FOR: MR. HALDEMAN

FROM: ALEXANDER P. BUTTERFIELD

RE: Use of Certain Facilities of the
Western White House Complex

With your approval we will open the conference facilities at the Western White House on Tuesday, February 24th ... to accommodate a 2-day meeting of Western States Selective Service Directors and Youth Advisory Committees. Peter Flanigan and General Hershey have no objection to this plan and I am confident that details can be worked out very easily by Jon Rose and General Hughes.

General Hughes has prepared a preliminary implementation plan, a copy of which is attached.

Prior to the close of business tomorrow, Herb Klein will prepare and forward to me recommendations as to the most appropriate steps to take (both here and in the western U.S.) in announcing this program to the public.

Dear _____:

The President wishes to make available to government and certain other groups many of the facilities at the Western White House in San Clemente. While the area offers generally pleasant weather in a secluded, informal setting, the 10 fully-equipped offices, conference room, kitchen and dining rooms, private beach and bath house, helipad, and excellent communications system provide ideal conference accommodations for up to approximately 40 persons. (The attached sketches will give you a clearer picture of the complex and its geographical location on the southern California coast.) Of course, the costs of all transportation to and from the Western White House, billeting in any of several nearby motels, and whatever catering services are required must be borne by the sponsoring organizations.

Requests for use of the Western White House should be submitted to the Office of the Military Assistant to the President (Attention: Major John V. Brennan, Marine Corps Aide) -- at least three weeks in advance of the desired date of occupancy. When this is done we will make every effort to

- determine the President's travel plans, and respond to you within a 7-day period. Advice and assistance in logistical planning will be provided when needed.

Sincerely,

JAMES D. HUGHES
Brigadier General, United States Air Force
Military Assistant to the President

Attachments

chron

February 9, 1970

MEMORANDUM FOR: GENERAL HUGHES

RE: Reimbursement of Funds

On the basis of a recent recommendation by Roger Ailes, Bob Haldeman approved the fabrication of a velvet-covered portable steel (or aluminum) frame for use as a backdrop during future Presidential telecasts from the Oval Office. Because GSA representatives attended the meeting at which backdrop specifications were discussed and finalized -- and because of the limited time period prior to the President's scheduled February 10th television appearance -- that organization (GSA) was directed to order immediately the necessary materials and proceed with the manufacture of the frame.

In that under normal circumstances the White House Communications Agency has responsibility for providing logistical support for Presidential telecasts and other such events, I am requesting by way of this memorandum that WHCA reimburse GSA for whatever expenses were incurred in this project's completion.

If you have any questions concerning these arrangements please direct them to John Brown, the Staff Secretary.

Thank you.

Alexander P. Butterfield
Deputy Assistant to the President

cc: Mr. John Brown
Mr. Bill Hopkins

chuv

February 7, 1970

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: TRUDY BROWN
FROM: ALEXANDER P. BUTTERFIELD
RE: Mr. Warren Gillmore

At Mr. Norman Goldstein's request I reconsidered the case involving Mr. Warren Gillmore. After a careful review of all factors -- including Mr. Goldstein's statements in Mr. Gillmore's behalf, and the need for a "cross-section" of members on the Board of Directors of the National Center for Voluntary Action -- I found that I was unable to equivocate.

Please convey to Mr. Goldstein a final disapproval of Mr. Gillmore's nomination for a Presidential appointment to the Voluntary Action Center's Board of Directors.

ADMINISTRATIVELY CONFIDENTIAL

February 6, 1970

MEMORANDUM FOR: ANNE HIGGINS
FROM: ALEXANDER P. BUTTERFIELD
RE: Letters to Hanoi

Thanks so much for the "letter-writing" suggestion which you forwarded to me on February 2nd. I, too, support your conviction -- and that of John Holdridge and the POW wives -- that letters to Hanoi, or to the North Vietnamese delegation in Paris, can go far toward making clear the point that we Americans do care about those of our fellow countrymen who are being held captive and about the kind of treatment they are getting while imprisoned. However, I do not think it is appropriate at this time to involve Mr. Ross Perot. He happens to have a letter-writing campaign of his own now in progress. To date he has received over 1 million letters at his Dallas offices -- all demanding early release of U.S. POWs, humane treatment, and immediate publication of an accurate list of names of those being held. In view of this fact (and certain other circumstances) I would leave the Perot operation alone. This is not to say that the 118,000 names should not go to someone ... for the same purpose. There are several other organizations doing essentially the same thing that Ross is doing. I will see if I can get a line on the names and addresses of one or two of these groups, and when I do I will get word to you and Mr. Holdridge.

cc: Gen. Al Haig
Mr. John Holdridge

**RICHARD NIXON PRESIDENTIAL LIBRARY
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ITEM REMOVED FROM THIS FOLDER

A RESTRICTED DOCUMENT OR CASE FILE HAS BEEN REMOVED FROM THIS FILE FOLDER. FOR A DESCRIPTION OF THE ITEM REMOVED AND THE REASON FOR ITS REMOVAL, CONSULT DOCUMENT ENTRY NUMBER 4 ON THE DOCUMENT WITHDRAWAL RECORD IN THE FRONT OF THIS FILE FOLDER.

Chen

February 6, 1970

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: MR. KROGH
FROM: ALEXANDER P. BUTTERFIELD
RE: Request for FBI Report

As an important part of a larger game plan, we are going to need very soon (within 2 weeks) a determination from the FBI as to the precise connections between various anti-war activities in this country and any of the overt activities of the North Vietnamese and/or international peace groups. Whatever kind of report the FBI might render should spell out not only the fact that there is a connection here, a connection there, etc. ... but also the extent of those associations.

If this is something which you can grab and run with, please do so; otherwise, see me or give me a call.

Many thanks.

cc: Mr. Colson
Mr. Magruder

ADMINISTRATIVELY CONFIDENTIAL

chron

February 4, 1970

MEMORANDUM FOR: MR. CHAPIN
FROM: ALEXANDER P. BUTTERFIELD
RE: Secret Service Reports

I am attaching to this memorandum two Secret Service situation reports on Chicago -- both dated February 4th. There will be one final update tomorrow morning, and I will see to it that it reaches you well before your departure.

Attachments

chron

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

February 4, 1970

MEMORANDUM FOR: MR. KLEIN
MR. KEOGH
MR. NOFZIGER
MR. ODLE

FROM: ALEXANDER P. BUTTERFIELD *AY*

RE: Continuing Efforts to Gain Increased
Support of the President's Vietnam
Peace Plan

I know that by now you have read the article "From Hanoi -- With Thanks" which appears in the current issue of the Readers' Digest. It is most important, however, for us to ensure that the article -- along with Edmund Gullion's statement entitled "Why Hanoi Keeps on Fighting" -- is given the widest possible public dissemination. This material (attached) gives the reader as clearly and precisely as any I have seen the rationale behind the President's call for unity. I should think it would be especially appropriate for mailings to college campuses and circulation among youth groups.

Attachments

chron

February 4, 1970

MEMORANDUM FOR: MR. HALDEMAN
FROM: ALEXANDER P. BUTTERFIELD
RE: Retention of Precedence Rank by
Dr. Arthur Burns

Bus Mosbacher is in Australia and will not be back in his office until February 16th; however, I have left the message with his secretary that Dr. Burns is to retain, while Chairman of the Board of Governors of the Federal Reserve System, the same precedence rank he held while Counsellor to the President and member of the President's Cabinet. I will follow up with Bus on February 17th.

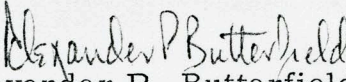
THE WHITE HOUSE
WASHINGTON

February 4, 1970

MEMORANDUM FOR.

MEMBERS OF THE CABINET

I am enclosing with this memorandum some research material which hopefully will be of assistance to those of you scheduled to make Lincoln Day speeches and appearances.


Alexander P. Butterfield
Deputy Assistant to the President

Enclosures

THE WHITE HOUSE
WASHINGTON

February 4, 1970

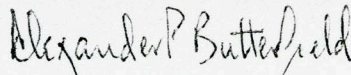
MEMORANDUM FOR:

MEMBERS OF THE CABINET

SUBJECT: Cabinet Meeting

As announced early last week, February 20th is the date on which the next Cabinet Meeting is scheduled. It will probably be a morning session, beginning at 10 o'clock. If you have agenda item suggestions or requests, please forward them to my office preferably by February 11th.

I might add that we are hoping the nearly 30-day advance notice of this meeting will result in a full attendance. If it does, we will give our White House photographer an opportunity to take several pictures -- for, as you may know, there is quite a demand for a photograph of the entire Cabinet sitting at the Cabinet table.



Alexander P. Butterfield
Deputy Assistant to the President

chron

February 3, 1970

MEMORANDUM FOR: MR. HALDEMAN
FROM: ALEXANDER P. BUTTERFIELD
RE: Appointment Schedule

I have the following appointments on my calendar for tomorrow --
Wednesday, February 4th:

10:30 P. O. Group meeting in the Roosevelt Room
6:00 Party in the East Wing Theater for Generals Hughes
and Tkach

Chen

February 3, 1970

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: DR. KISSINGER

FROM: ALEXANDER P. BUTTERFIELD

RE: Development of a Proposal for a White House Action Team Dedicated to Relieving the Plight of U.S. POWs

The President has in mind the creation of a small White House group which will concern itself solely with matters pertinent to relieving the plight of American prisoners in Southeast Asia. He wants your staff to develop a proposal which will outline the group's size, composition, office location, office space requirements, staff affiliation and charter. The plan should be put together and forwarded to the President through the Staff Secretary by Wednesday, February 11th.

As an assist to those charged with preparing the paper I should add that the President envisages an action-oriented team -- a 3, 4, or 5-man unit to concentrate full-time on all possible ways -- conventional and unconventional -- to bring to bear on the Hanoi government pressure sufficient to revert its view of American captives as an asset to one in which they are considered a liability. The group should have the ability to cut through red tape and arrive immediately at the substance of an issue, and to pick up and move (when necessary) into the field -- here in the U.S. or overseas. Finally, each member of the team must be dedicated to the accomplishment, within a designated time frame, of the following objectives:

- Inspections of POW facilities
- Free exchange of mail and packages
- Release of names of known captives
- Release of sick and wounded prisoners ... and eventually all prisoners, on both sides.

ADMINISTRATIVELY CONFIDENTIAL

Chow

February 3, 1970

MEMORANDUM FOR: THE PRESIDENT
FROM: ALEXANDER P. BUTTERFIELD
RE: Rings for Mrs. Nixon and Tricia

You will recall that during the Christmas season you told me to get word to Connie Stuart that she should proceed with original plans for obtaining rings as gifts for Mrs. Nixon and Tricia ... rings similar to the one given to Julie just prior to her departure for Belgium. Connie went to work on the project without delay and received the finished products today. She suggests that you might now want to present them as birthday gifts -- Tricia's this month and Mrs. Nixon's in March.

I am forwarding with this memorandum the boxes containing the rings. Each box is marked appropriately.

bcc: Mrs. Stuart

Chen

February 3, 1970

MEMORANDUM FOR: MR. HALDEMAN
FROM: ALEXANDER P. BUTTERFIELD
RE: Telecommunications Decision

It is my understanding that not long ago General Lincoln met with the President and while discussing something (presumably emergency preparedness) learned that the President was desirous of improving telecommunications between the White House and the offices of State Governors.

At a Hughes-Redman meeting on this subject about 10 days ago, 6 options were presented and discussed. Explanations of the options are attached to this memo, and my opinion of each appears below:

- Option 1: Pay nothing -- do nothing and get nothing. (In view of the infrequency of telecommunications between the President and the Governors the present system should be satisfactory. However, that depends entirely on the President, how serious he was about wanting improvements, and how firm his commitment was to the Governors.)
- Option 2: Too much cost for what is gained. (The non-recurring cost, which is roughly the same as an installment fee, is \$5,000 ... and the recurring cost is \$9,000 per month!!)
- Option 3: Pay nothing -- do something but the conference capability which is gained serves only some 50% of the Governors, thereby risking the irritation and resentment of the others.

Option 4: Too much cost for what is gained.

Option 5: Prohibitive costs.

Option 6: Out of the question ... for now at least.

Independently, and immediately after this first meeting, I selected Option 1 as being the wisest course of action; but the questions posed certainly were pertinent. Todd Hullin agreed with me and recommended this choice to John Ehrlichman. John was to talk to you about it. Subsequently I learned that the Hullin recommendation was pretty well in line with your thinking (and John's too) -- and that knowledge served to answer the questions I raised earlier about the President's desires and his commitment to the Governors.

Therefore, at a second meeting today with Hughes, Redman, and others, Todd and I passed on the decision to do nothing and hold to our existing executive telecommunications capabilities. Tom Lias (speaking for Harry Dent) was in full agreement. Don Hughes is going to prepare a memorandum to General Lincoln which will reflect this decision.

Attachments