

MEMORANDUM

THE WHITE HOUSE
WASHINGTON

Chen

October 18, 1970

MR. PRESIDENT:

Here are 11 one-minute spots for taping. They
pertain to these states:

Connecticut
New Jersey
Maryland
Indiana
North Dakota
Vermont
Texas
Florida
Utah
New Mexico
Nevada

A
Alexander P. Butterfield

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

Chen

October 18, 1970

MR. PRESIDENT:

Here are 6 one-minute spots for taping. They pertain to the following states which you will visit Monday and Tuesday (October 19 and 20):

Ohio

North Dakota

Missouri

Tennessee

North Carolina

Indiana

4
Alexnader P. Butterfield

MEMORANDUM

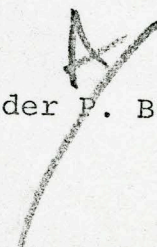
THE WHITE HOUSE
WASHINGTON

Chron

October 18, 1970

MR. PRESIDENT:

Hereis an 18-20 second spot for taping. It is
in support of Senator George Murphy.


Alexander P. Butterfield

MEMORANDUM

Determined to be an
Administrative Marking
Not National Security Information
By JUS NARA Date 3/28/2016

THE WHITE HOUSE

WASHINGTON

October 16, 1970

CONFIDENTIAL

MEMORANDUM FOR: MR. H. R. HALDEMAN

FROM: ALEXANDER P. BUTTERFIELD *✓*

SUBJECT: Possible Conversion of Residence
First Floor Dining Room to
Serving Pantry (Staff Secretary
Action Memo P853)

Mr. Edward Jones, the professional architect who is assisting Mrs. Nixon with renovations of other State Rooms, is coming to Washington, D.C. (from his home offices in Atlanta) next Wednesday or Thursday for the purpose of investigating the possibility of converting the first floor Family Dining Room to a serving pantry.

You should know, however, that to date the ushers and others involved in the serving operation at the Residence have felt the advantages of a serving pantry do not offset the loss of a beautiful and historic room.

According to Rex Scouten, the most pressing need in the food serving department is a redesigned kitchen with modern appliances. He has had a study made of that project by professional consulting engineers and hopes to place the item in the FY '72 Budget....so that the kitchen can be renovated next August. The estimated cost of the kitchen renovation is \$72,500.

This memo will be followed by another, on the same subject, after Mr. Jones completes his investigation and develops at least an outline of a conversion plan.

CONFIDENTIAL

October 16, 1970

PERSONAL

MEMORANDUM FOR: HERBERT G. KLEIN
JEB S. MACRUDER

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Miss Carol Bohannon

I want to strongly recommend for a Staff Assistant position-- should one become available on your staff, Miss Carol Josephine Bohannon.

Miss Bohannon attended the International Christian University in Tokyo, Japan from 1958 through 1959.... and in 1962 she graduated from the University of California (at Riverside). During her university years she was a member of the California Club (a university-wide student organization which acted in an advisory capacity to the university president); the Prytanean Society (a women's service and social organization); and the Order of the Golden Thistle (an honor society). A military dependent during her early years (her father is a retired Lieutenant General and a former Surgeon General of the U. S. Air Force.), she has traveled widely throughout Europe and Asia. She has a special interest in the Japanese and Russian languages, the history of art and comparative literature.

Miss Bohannon has been a Biological Research Assistant at the Armed Forces Institute of Pathology, a Peace Corps Volunteer (in Thailand), a Reference Analyst, and an Administrative Assistant to the Director of the Oscar B. Hunter Memorial Laboratory. She has had considerable experience in the administrative line--composing and handling correspondence, drafting and editing speeches, compiling statistics, etc.

Memo for Messrs. Klein and Magruder
October 16, 1970

Page Two

In short, she is an exceptionally intelligent, levelheaded person, an active YR and a very strong and loyal supporter of the President. She is single and about 30 years of age.

Her address and phone numbers appear below should you want to contact her for an interview:

Miss Carol Josephine Bohannon
1245 Fourth Street, S.W.
Washington, D.C. 20024
Home telephone: 554-3952
Office telephone: 541-1758

PERSONAL

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October 16, 1970

MEMORANDUM FOR: MR. H. R. HALDEMAN

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: New Official Photograph of the President
(Staff Secretary Action Memo P851)

As you may know, Merrett Smith drew up a contract concerning our use of his print of the President--a contract which was not at all acceptable to us. Subsequently, John Dean prepared and forwarded to Smith, a counterproposal. Naturally, we are hoping that he will take a more reasonable approach to the negotiating procedure and sign on the dotted line. If he does so, the contract will be back in our hands around the middle of next week, which is when the retouched negative will be ready. We will then get some outside organization to attend to the mass producing of the photo and, at the same time, send transparencies to the Departments of State and Defense. Ollie Atkins will print a sufficient number to handle White House requirements.

If, on the other hand, Smith does not sign John Dean's counter-proposal and insists on continuing to argue his small points--and we remain determined to use his photograph for this official purpose--there will be further delays.

John Brown has responsibility for this project and I happen to know that both he and Dean have taken a relatively hard line in their negotiations with Smith.

THE WHITE HOUSE

WASHINGTON

October 16, 1970

MEMORANDUM FOR: MRS. LUCY FERGUSON

FROM: ALEXANDER P. BUTTERFIELD *APB*

SUBJECT: Selection of Silver Gifts

I am attaching two catalogs, one which pictures and describes the beautiful items of silver which can be obtained from Royal Irish, Ltd. in Dublin, and one which gives the USA trade price for those same items.

I would appreciate your reviewing the catalogs (along with someone from Mrs. Nixon's staff, if you wish) and recommending to me the things that you believe would make the most appropriate gifts from the President and/or the First Lady. I am thinking of both personal gifts and official gifts (to other than Chiefs of State).

Upon receipt of your recommendations, I will discuss the matter briefly with the President--then ask you to place some orders through Mr. Pat O'Hara, who represents Mr. Jack Mulcahy, the owner of Royal Irish, Ltd.

Thank you.

Attachments

cc: Mrs. Constance Stuart

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

October 16, 1970

MEMORANDUM FOR: JOHN R. BROWN, III
Staff Secretary

FROM: ALEXANDER P. BUTTERFIELD A

SUBJECT: Action Memo P855

The attached memo to the President concerning Operation
Alert satisfies the requirements of your Action Memo P855.

Chen

THE WHITE HOUSE
WASHINGTON

October 16, 1970

MEMORANDUM FOR: THE PRESIDENT
FROM: ALEXANDER P. BUTTERFIELD *A/*
SUBJECT: Operation Alert

I have looked into Operation Alert. Pertinent information follows:

- It is a multi-organization voter education program.
- Its purpose is to alert American voters to the reality that the United States is falling behind the Soviet Union in nuclear weapons so fast that the 1970 elections may be their last chance to vote for "Peace through Strength".
- It is coordinated by the American Security Council.
- Its modus operandi is to make known via various advertising means the voting record of each Member of Congress on the key national security issues.
 - It seeks to alert the American citizenry to the existence of a formal bipartisan organization called "Members of Congress for Peace through Law"....which serves as the principle coordinating center, in both the House and the Senate, for a growing group of pro-disarmament Congressmen who argue that we can most effectively serve our society and keep the peace by "reordering our priorities"--that is, by trimming back on all aspects of our Defense Program and using the funds saved for domestic programs.

- It solicits contributions to help defray expenses for advertising and conducting national security issue polls.
- It solicits signatures for "Peace through Strength"....and against the "disarmament lobby".
- Persons involved in actively pushing Operation Alert are our friends. They are for the most part highly responsible citizens of some considerable stature in their past and/or present fields of endeavor.

Messrs. Colson and Dent both agree that Operation Alert is supporting our candidates in a productive way.

I have talked to Pat O'Hara about Jack Mulcahy's involvement, and learned that he (Mulcahy) will be giving the program some support....but will not be going overboard in the process. Moreover, it is well understood that henceforth O'Hara will keep in close touch with Colson concerning all such support actions contemplated.

bcc: Chuck Colson

To the President

China

October 15, 1970

DRUG BILL (Controlled Dangerous Substances Act)

- Final passage was yesterday, Oct. 14
- Will be ready for signature next week

PORNOGRAPHY AND OBSCENITY BILLS (Interstate Transportation of Salacious Advertising.... and Interstate Transportation of Salacious Materials to Minors)

- Passed by House; not yet acted on by the Senate

Policement killed in the U.S. in 1969: 86

Policemen killed in the U.S., thus far in 1970: 66

There is no figure yet for the number wounded in 1970; however, FBI reports indicate that approximately 12,000 policemen were injured by assaults in 1969. This figure (approximately 12,000) is known to be incomplete.... and in the judgment of police authorities a better estimate for policement wounded in any one year is "6 out of every 100".

THE WHITE HOUSE

WASHINGTON

October 15, 1970

MEMORANDUM FOR: THE PRESIDENT'S FILE

FROM: ALEXANDER P. BUTTERFIELD *ty*

SUBJECT: Mid-Day Meeting in the President's Office with Mrs. Eileen Engel (Denver, Colo.), Miss Jackie Rodell (student at George Washington High School in Denver, and Mrs. Engel's sister), Mrs. Sylvia Jefferson (Denver wife of an Air Force officer missing in action in Southeast Asia) and Dr. Samir Zakhem (faculty member at Denver's Loretto Heights College).... One of Six Open Hour Events on this date (October 15, 1970)

I escorted the four visitors into the President's Oval Office. The President greeted the group in front of the Service Flags and as the press photographers were allowed into the room, Mrs. Engel presented to the President 86,000 signatures of support for his continuing efforts to relieve the plight of U. S. prisoners and persons missing in action in Southeast Asia. Mrs. Engel was representing an organization called "Colorado Cares about POW's". She explained to the President that the organization represents the first statewide effort to draw nationwide and worldwide attention to the prisoner issue. She said also that members of "Colorado Cares" are "young and old, black and white", and that the plan, after several hundred thousand signatures are obtained, is for Mrs. Sylvia Jefferson and another woman to personally deliver them to members of the Hanoi Delegation in Paris. Mrs. Engel wanted to make it clear that whereas "Colorado Cares" is an organization separate from Ross Perot's "United We Stand", and separate from the National League of Families, it has

essentially the same objectives.

The President seemed especially interested in what Mrs. Engel had to say. He asked what had motivated her to take the lead in this and other Colorado programs which support generally patriotic themes. (Mrs. Engel has been the prime mover in Denver's July 4th celebration and extremely active in the Denver area in a number of other projects supporting the President's overall Vietnam peace plan.) Mrs. Engel replied that her husband had spent the past year in Vietnam as an Air Force fighter pilot and that she had wanted to do something to keep busy. She said that she thought bringing people's attention to the Vietnam conflict, and why it was being fought, was the most appropriate contribution she could make. She added that her husband had just returned from Vietnam last week.

The President turned to Mrs. Jefferson, a very soft-spoken, attractive woman of about 44, and asked her some questions about the attitudes, generally, of the POW wives and families. Mrs. Jefferson said that she had the very definite feeling that the morale was high and that people awaiting the return of the POW's felt truly optimistic. She said, too, that a great many more letters were beginning to arrive in the U.S. To that the President replied, "Oh, really? That's wonderful. Have you been getting more letters?" Mrs. Jefferson said that she had not received any letters but that most of the wives she knew were beginning to receive many more letters than they had during past years. (It became obvious at this point that Mrs. Jefferson was on the verge of tears--and the President, noticing this, patted her gently and responded with some warm and personal words of encouragement. He spoke too lowly for me to hear precisely what he said, but I could see on Mrs. Jefferson's face her appreciation for his sympathy and understanding.)

As the group began to leave, the President asked Miss Rodell how old she was. She replied, "Sixteen and a half". The President said he thought it was wonderful that such young people were so enthusiastic

Memorandum for the President's File
October 19, 1970

Page Three

about their support for such worthwhile causes. Then Dr. Zakhem, who had been visibly anxious to speak from the beginning of the meeting, told the President excitedly that he had been an ardent fan of his since 1958....and that he had "even lost a job" because he supported the President in 1960. The remark brought a loud and evidently genuine laugh from the President--but the three ladies only smiled....and uneasily at that. I could tell they were giving the good professor a bad mark for his faux pas on such a beautiful and memorable occasion.

As I escorted the group to the door, there were lots of smiles and thank you's....and Dr. Zakhem (in a near state of hyperventilation from the experience) called back over his shoulder, "God bless you, sir! God bless you!"

Chase

October 15, 1970

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: MR. H. R. HALDEMAN
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Compari
(Staff Secretary Action Memo P859)

The purpose of this memo is to assure you that some time ago (October 6th to be precise--the date of your long memo concerning "items of all sizes and shapes) I passed on word to Rex Scouten about the President's desire to have us stock some Compari. Rex moved quickly and Compari was served to the President on the following day. He (the President) has since made known how he likes it mixed.... and that word has been relayed to the butlers and others concerned. Moreover, Ron Jackson has been informed and has shipped appropriate quantities to both Key Biscayne and San Clemente.

ADMINISTRATIVELY CONFIDENTIAL

Chen

October 15, 1970

MEMORANDUM FOR: BRIGADIER GENERAL J. D. HUGHES
Attention: Commander Charles Larson

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Luncheon in the Conference Dining Room,
Sunday, October 18

The purpose of this memorandum is to confirm the message passed to Commander Larson yesterday--that the White House Staff Mess should be open and operating at noon on Sunday, October 18.... but only for the purpose of serving a luncheon for 12 persons (representing the Business Council and Administration) who will be meeting with the President in the Oval Office at approximately 1:15 p.m. The luncheon should be ready for serving at 12:20 p.m. (You should contact Mr. Peter Flanigan, or his assistant, Mr. John Rose, for details.)

Thank you.

cc: Mr. Peter Flanigan

Chen

October 15, 1970

MEMORANDUM FOR: MR. H. R. HALDEMAN

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Books As Presidential Gifts
(Part 2 of Action Requested by
Staff Secretary Memo P671)

I sent a memo to you on October 12 which concerned "Books As Presidential Gifts". It lacked only information about the new book of speeches, Setting the Course... because my chief source of information on that book was Hobe Lewis, and Hobe has been in Europe for ten days.

I can now report to you that a plentiful supply of Setting the Course is on its way to us now. The unit price will be one-half the retail price. (As you know, Hobe sent us several weeks ago about 80 copies as a gift. This "half-price deal" is a second favor.)

When the books arrive--today or tomorrow--I will have sufficient copies to handle the "major contributors" and "top political friends" mailings that you asked for in a recent, but separate memorandum. The remaining books will be given to Lucy Ferguson and kept on hand for occasional presentations as Presidential gifts.

Chron

October 15, 1970

MEMORANDUM FOR: MR. STEPHEN B. BULL
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Bible Order

Please initiate whatever steps are necessary to order what you believe to be an adequate supply of Bibles—the type which both you and I thought was most appropriate for the occasions for which they will be used. (I believe it was the \$4.50 book.)

As you know, the President is anxious to begin using these, so please do not delay placing the order.

Thank you.

cc: Lucy Ferguson

Chron

October 15, 1970

MEMORANDUM FOR: MR. H. R. HALDEMAN

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Possible Presidential Reunion with
Quonset and SCAT Groups (Interim
Report, Staff Secretary Action
Memo P681)

Lists of possible attendees at a near future Service Gang Reunion are being compiled by 15 separate organizations or persons. I hope to have the completed list ready for the President's review by the end of next week, October 23.

Chen

October 15, 1970

MEMORANDUM FOR: MR. H. R. HALDEMAN
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Second Reading Concerning the
Best Vintage Wines (Interim
Report, Staff Secretary Action
Memo P562)

This report has been long delayed only because I have not taken the time to sit down and put together in readable fashion the information obtained at the end of August from various connoisseurs....including Henriette Spalter at Le Cote Basque.

John Brown and Terry Decker have been dutifully jabbing me about my delinquency for a good month now. I promise (so help me) to have the report to you on Monday morning, October 19.

Chen

October 15, 1970

MEMORANDUM FOR: MR. STEPHEN B. BULL
MR. JOHN R. BROWN, III.

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Confirmation of Procedure

Although the procedure outlined below is one with which you are generally familiar, I would like to review it, step-by-step, and confirm the fact that it will be adhered to without fail whenever we are tasked with the preparation of schedules and/or scenarios of Presidential events to take place away from Washington, D.C.

Standard Procedure

- (1) Steve Bull will be given the requirements by Bob Haldeman and/or Dwight Chapin.
- (2) Steve will inform Jim Keogh of the specific requirements, and will pass on that same information to John Brown and to me.
- (3) John Brown will keep close track of the progress being made on the project. He will follow up where necessary and help ensure the proper coordination of materials.
- (4) John Brown will then receive the final products from Jim Keogh and/or Steve, review them for proper content, format, etc; put them in chronological order and in appropriately marked folders; and forward them to me.

Responsibilities may be delegated when necessary, but only to immediate assistants who are aware of our staffing system (and this particular procedure), and only after all principals concerned have been advised of the delegation plan and the name of the prospective "delegate".

Thank you.

Chrous

October 14, 1970

MEMORANDUM FOR: MISS ROSE MARY WOODS

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Suggested Additional Guests for the
State Dinner Honoring President
Ceaurescu of Romania

I am attaching two memoranda just received from George Bell of Chuck Colson's office. They concern persons (representing labor and ethnic groups) Colson hopes can be invited to the Ceaurescu dinner.... in accordance with the President's recent instruction that at least two labor leaders and two "ethnics" be invited to each major White House social function, "especially State Dinners". (I realize the problems involved in lining up a really "big name" labor leader for attendance at a dinner honoring the Chief of State of a Communist country, and I assume that we have done our best already. However, if these names prove to be helpful to you, so much the better.)

This material came to me only this morning--and erroneously at that. It should have been addressed to you. Colson asked me yesterday who from the labor and ethnic groups were coming to this particular dinner and I could not give him the answer. He then directed George Bell to send these suggestions to me.

Attachments

Chase

October 14, 1970

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: MISS ROSE MARY WOODS

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Presidential Autograph for Two Books

Here is a copy of the new book of speeches, Setting the Course-- and Lucy Ferguson will be sending you a copy of Six Crises. The President said recently that he wanted to send an autographed copy of each (along with a "Presidential" set of golf clubs) to Jack Mulcahy as a gesture of his thanks for Jack's warm and generous hospitality in Ireland.

I would very much appreciate your handling the appropriate autographing of the two books and returning them to me so I can ensure their shipment on the same day that the golf clubs are sent.

(We will also be sending four autographed photos of the President--the new one; they will be addressed to Mulcahy's two sons, his daughter and his granddaughter.)

Many thanks.

ADMINISTRATIVELY CONFIDENTIAL

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October 14, 1970

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: MISS TRUDY BROWN
 Security Assistant

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Name Check

Please initiate without delay a name check on:

Mr. Raymond D. Siller
Born April 8, 1939
in Brooklyn, New York

Mr. Siller is scheduled to begin consultative services
in the office of Mr. James Keogh before the end of this week.

Notify me of investigation results as soon as they are
available.

Thank you.

ADMINISTRATIVELY CONFIDENTIAL

THE WHITE HOUSE

WASHINGTON

October 14, 1970

MEMORANDUM FOR: MR. PETER FLANIGAN

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: The President's Meeting with the
Business Council and Panelists
on Sunday, October 18

The purpose of this memo is to confirm the message passed to your office earlier this morning concerning the most recent changes in plans for the October 18th meeting with the President of the Business Council and Administration "Panelists".... essentially that:

- The President and Mrs. Nixon want to invite the wives of the panelists, as well as the panelists themselves, to attend the 11:30 a.m. worship service. (Miss Debbie Murray of the Social Office knows this and is taking the appropriate action now.)
- The 11 panelists should not remain at the Residence for the reception which follows the worship service but instead should go to the Conference Dining Room where a lunch table will have been set up for them. (You and/or someone designated by you should accompany the panelists to the Conference Dining Room and serve as host. The Staff Mess is being opened solely for the purpose of preparing and serving this luncheon.)
- The President will remain at the reception until about 1:00 or 1:15 p.m. He will then go directly to the Oval Office for the meeting. (You and the panelists should be

Memo for Mr. Peter Flanigan
October 14, 1970

Page Two

ready to meet when the President arrives.)

-- We will arrange limousine transportation to accommodate the wishes of the wives of the panelists. (You may want to suggest that the wives of Business Council panelists, at least, proceed to a nearby hotel--perhaps to the Mayflower--to wait for the men. They will probably want to have lunch at the hotel during the 1 to 1-1/2 hour waiting period.)

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

October 14, 1970

MEMORANDUM FOR: MR. GEORGE SHULTZ
MR. JOHN D. EHRLICHMAN

FROM: ALEXANDER P. BUTTERFIELD *A*

SUBJECT: Staff Meetings with the President

The purpose of this memo is to confirm the message passed to your offices earlier this morning by telephone--that your meeting today with the President has been cancelled....and that between now and November 3rd, the meeting should be scheduled(through Mr. Steve Bull, or alternatively Miss Harriet Elam) only when you consider it necessary.

Thank you.

cc: Mr. John R. Brown, III
Mr. Stephen B. Bull
Mr. Dwight L. Chapin
Mr. Hugh W. Sloan, Jr.

MEMORANDUM

THE WHITE HOUSE
WASHINGTON

October 14, 1970

MEMORANDUM FOR: MR. RONALD L. ZIEGLER

FROM: ALEXANDER P. BUTTERFIELD *A/*

SUBJECT: Presidential Representation at
Wreath Laying Ceremony Honoring
Former President Eisenhower

You may want to use the following information at your 11:00 a.m.
Press Briefing:

The Honorable Donald Rumsfeld, Assistant to the President and Member of the President's Cabinet, will lay a wreath on the tomb of Former President Eisenhower at 11:00 a.m. (Central Daylight Time) * in Abilene, Kansas.

It has been customary since the administration of Franklin D. Roosevelt for incumbent U. S. Presidents to designate representatives to lay Presidential wreaths on the graves of Former Presidents on their birthdays.

Today is the 80th anniversary of the birth of Former President Eisenhower.

Neither Mrs. (Mamie) Eisenhower nor David Eisenhower will attend the Abilene ceremony. The senior Mrs. Eisenhower will be participating in a dedication ceremony at Gettysburg College, Gettysburg, Pa. -- and David Eisenhower will be participating in a Seal Beach, California ceremony being held on the occasion of the opening of the Eisenhower Memorial Park in that city.

* In the Central Time Zone the equivalent of "Daylight Time" is termed "Central Standard Time Advanced". Admittedly, this is a technicality but I thought you would want to be aware of it... if you were not already. In other words, it will be 12:00 Noon here in Washington when the 11:00 a.m. Wreath Laying Ceremony takes place in Abilene.

MEMORANDUM

Chen

THE WHITE HOUSE

WASHINGTON

October 13, 1970

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: MR. HARRY S. DENT
MR. MURRAY CHOTINER

FROM: ALEXANDER P. BUTTERFIELD *A/*

SUBJECT: List of "Top Political Friends"

The President wants to send out copies of the new book of speeches, Setting the Course, to all of "our top political friends". I am having several hundred of the books sent down to us by Hobe Lewis, and would appreciate from you meanwhile a list of those persons (along with addresses if you have them) who you believe fall into this category. The books will arrive Thursday and the President is anxious for us to get moving on the project....so the sooner you can get the list to my office, the better.

Many thanks.

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

October 13, 1970

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: MISS ROSE MARY WOODS

FROM: ALEXANDER P. BUTTERFIELD *A/*

SUBJECT: List (Or Number) of 'Major Contributors'

The President wants to send out copies of the new book of speeches, Setting the Course, to all "major contributors". I am having several hundred of the books sent down to us by Hobe Lewis, but must know meanwhile what we are talking about in terms of numbers. (The President also wants to send copies to "out top political friends", so I am asking Harry Dent and Murray Chotiner for an approximation of that total.)

I would appreciate word from you as to precisely how you would like me to proceed with the "major contributors" portion of the project.

Many thanks.

ADMINISTRATIVELY CONFIDENTIAL

THE WHITE HOUSE

WASHINGTON

October 13, 1970

*Chen*PERSONAL/CONFIDENTIAL

MEMORANDUM FOR: MR. H. R. HALDEMAN
FROM: ALEXANDER P. BUTTERFIELD A /
SUBJECT: Political Campaigning Efforts

The point I am going to make may be very small indeed; yet I think it worth making if you can relay it, in your own words, to those concerned during one of your near future political conferences... and keep me uninvolved.

Whereas I fully appreciate the fact that we are trying to do a great many things all at once, I feel there is little excuse for our not doing the really important things more meticulously. And what is more important than our political campaigning effort?

For example: I happen to be a fan of Brian Lewis. He is an especially outstanding Republican candidate running against incumbent Brock Adams for Congressional representation of Washington's 7th District. I get the feeling that we have sort of written him off--and if that's true, it's a shame, for he really is a good man who does have a chance if given a fair share of the support which we have the means to provide. But it helps not at all to spell his name incorrectly (as we did in the latest publication of Primary Results, listed alphabetically by state) or to introduce him to voters as Brian Wilson (as was done by Bob Finch while on his recent western states campaign swing).

We could, and should, try harder in this area.

PERSONAL/CONFIDENTIAL

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

October 13, 1970

MEMORANDUM FOR: MR. H. R. HALDEMAN

FROM: ALEXANDER P. BUTTERFIELD *A*

SUBJECT: (Would You Believe?) Rest Rooms
(Staff Secretary Action Memo P804)

It was heartening indeed to know that the President thought of me while he wended his way through Europe.... regardless of the context of his thoughts at the time.

I too feel strongly about decent rest room facilities, and I am happy to report that we never do have rest room-type trailers parked in the vicinity of the Washington Monument, or anyplace at all along the Mall, unless it is anticipated that a demonstration or some other "spectacular" is going to generate a larger than normal crowd in a particular area. As a matter of fact, there were seven of these mobile comfort stations on the Washington Monument Grounds the day before the President left for Europe. Evidently he saw them there and assumed that they were the only rest room facilities we had. However, under all normal conditions, there are no trailers in sight along the Mall. Rest room facilities are installed in permanent-type, one story brick or stone buildings. The General Superintendent of National Capitol Parks has assured me that the rest rooms have full time attendants and that they are inspected daily by Park Service supervisors. He said too that they are painted and otherwise renovated as necessary each year during the off-season.

Not one to take responsibilities lightly, I summoned a White House limousine and went, myself, to the Monument Grounds. While enroute, I slipped into my overalls and put on my shades. Getting out of the car about a half-block short of my destination, I meandered casually

Memo for Mr. H. R. Haldeman
October 13, 1970

Page Two

among the tourist groups in the vicinity--then darted into the men's room. It appeared to be fairly clean but, in my opinion, much too small. And in the same one story building--overall about the size of Herb Klein's office (actually about the size of three-quarters of the lawn space in the President's Garden)--there is a ladies' room, a snack bar and a souvenir shop.

This in conclusion:

- Mobile comfort stations are used on the Monument Grounds only when especially large crowds are anticipated.
- The permanent buildings which house rest room facilities are not unattractive.
- The permanent rest room facilities for men and women in the vicinity of the Washington Monument are very small and should be enlarged considerably in order to adequately serve the increasing numbers of tourists who come to Washington, D. C. each year.
- With discretion I will look into the feasibility of Interior's building a larger and nicer rest room facility on the Washington Monument Grounds.

Additional Note:

(I should probably tell you. You'll find out anyway.) As I was leaving the men's room, I was arrested. I had been trying to fake a plumber's kit with my briefcase.... and had forgotten to remove the White House tag. The Park policeman was convinced that I had picked up the article inside. Later at the station house--thanks to the driver's showing up with my gray flannel suit, striped tie and white oxford button-down shirt--everything was unscrambled and my true identity proven to the Park Police officials.

Had it not been for this embarrassing and delaying incident, my report to you would have been more timely.

MEMORANDUM

Chron

Determined to be an
Administrative Marking
Not National Security Information
By 343 NARA Date 3/28/2016

THE WHITE HOUSE

WASHINGTON

October 13, 1970

CONFIDENTIAL

MEMORANDUM FOR: MISS TRUDY BROWN
Security Assistant

FROM: ALEXANDER P. BUTTERFIELD *A*

SUBJECT: Mr. Ed Barner

Mr. Ed Barner is with Mr. Klein's staff on a temporary basis; he will be leaving on or about November 3. Thus, there will be no need to issue him a White House Pass--either permanent or temporary. We will simply leave his name on the Access List through the end of that week....i.e. November 6.

Thank you.

CONFIDENTIAL

**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.

Determined to be an
Administrative Marking
Not National Security Information
By JUS NARA Date 3/28/2016

October 13, 1970

Chen

CONFIDENTIAL

MEMORANDUM FOR: MISS TRUDY BROWN
Security Assistant

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Mr. Ed Birner

Mr. Ed Birner is with Mr. Klein's staff on a temporary basis; he will be leaving on or about November 3. Thus, there will be no need to issue him a White House Pass--either permanent or temporary. We will simply leave his name on the Access List through the end of that week....i.e. November 6.

Thank you.

CONFIDENTIAL

Chron

October 13, 1970

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: MR. H. R. HALDEMAN
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Fina Sanchez

Further to the subject of Fina Sanchez and the earlier proposal to transfer her from the Residence payroll to that of the regular White House staff, Rex Scouten has had his talk with the First Lady and now reports that she knows of no problem whatever. He said that the First Lady is perfectly satisfied with things exactly as they are.

Was the transfer proposal the President's idea? I somehow got the impression that it had come from Mrs. Nixon through the President.

Again, there are no insurmountable problems involved in such a transfer....if the President wants it done; but evidently the First Lady is happy with the status quo.

ADMINISTRATIVELY CONFIDENTIAL

Chen

October 13, 1970

MEMORANDUM FOR: MR. WILLIAM E. TIMMONS
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Land O'Lakes Butter

The President does not recall having said that he wanted Land O'Lakes butter, and only that brand, served at San Clemente. The rest we have discussed on the telephone. Moreover, if either the President or Mrs. Nixon wanted to change butter brands, or wanted to try a particular brand of anything, they would certainly let the appropriate members of their personal staffs know about it--i.e. Ron Jackson while at San Clemente and Rex Scouten while here in Washington.

Please smooth things over with Al Quie.

Thanks.

cc: Dwight L. Chapin

Chau

October 13, 1970

MEMORANDUM FOR: MR. JOHN E. NIDECKER

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Your October 12th Memorandum to
Chief Quimby Concerning the Per-
formances of Certain EPS Officers
During the Visit to The White House
of the National Columbus Day
Committee

It was thoughtful of you to advise Chief Quimby of the commendable performances of EPS Officers Caldwell, Camp and Liptak during the visit to The White House of the National Columbus Day Committee.

I have sent a copy of your memorandum to Special Agent In Charge of the EPS, Mr. Vincent Mroz.

Chen

Determined to be an
Administrative Marking
Not National Security Information
By JLS NARA Date 3/29/2016

October 13, 1970

CONFIDENTIAL

MEMORANDUM FOR: MISS TRUDY BROWN
Security Assistant

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Helen Hayes

Please ask the FBI to look into the Helen Hayes matter once again. I want any and all information concerning her activities--personal participation, financial support, etc.--in rallies, demonstrations and other organized movements which are either anti-war or anti-administration in theme. I want the investigators to dig hard for the information. The report is to be complete and comprehensive.

Thank you.

CONFIDENTIAL

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

October 12, 1970

MEMORANDUM FOR: MR. H. R. HALDEMAN

FROM: ALEXANDER P. BUTTERFIELD *✓*

SUBJECT: Books As Presidential Gifts
(Staff Secretary Action Memo P671)

You asked me to explore the possibility of getting some Bibles, some copies of Six Crises, and some copies of Setting the Course for use as Presidential gifts. Full information on the number of copies of Setting the Course, and the price, is not yet available... so this report pertains only to the Bible and Six Crises.

The King James Edition of the Bible can be obtained in a matter of a very few days. Along with Steve Bull, I have looked at those which sell for \$4.50, \$8.75, \$9 and \$17 apiece if purchased in quantities of at least 25. I believe, and Steve agrees, that the \$4.50 item is appropriate for what we have in mind. Although least expensive, it does not look it. Moreover, the binding appears to be every bit as nice as that of the more expensive Bibles.

Six Crises is available also. Whereas the retail price per copy is \$7.95, we can purchase the book in quantity at a unit price of \$4. It is worth noting, however, that we have 85 of these books on hand now--their having been presented to the President as a gift from the publisher.

Order now adequate supply of \$4.50 Bibles _____

Let me see samples of Bibles available _____

Take no action at this time _____

Memo for H. R. Haldeman
October 12, 1970

Page Two

You asked additionally for the unit price of the principal gifts the President gives to people now. He has been presenting key rings, ladies pins, cuff links, tie bars, signing pens and golf balls... all bearing the Presidential Seal. With the exception of the cuff links which cost \$1.10 (boxed), none of these gifts exceeds \$1 in unit cost. The golf balls are free, as you know, having been donated by Don Kendall.

On rather special occasions the President has been presenting gold cuff links, which retail for \$20 per set-- and bookends bearing the Presidential Seal, which retail for \$6 per set.

NOTE: This information satisfies the requirement of Action Memo P671 except for cost information pertaining to the new book of speeches, Setting the Course.

Chad

October 12, 1970

MEMORANDUM FOR: MR. H. R. HALDEMAN

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Glass Ashtrays As Presidential Gifts
(Staff Secretary Action Memo P803)

We do have on hand quite a number of the "Fostoria" heavy glass ashtrays bearing the President's Seal and signature in the circular base. Five of them are in Steve Bull's office-- gift wrapped--and another 26 are in reserve in Lucy Ferguson's office. About five of them are at San Clemente.

The unit price for these ashtrays is \$4.

(The unit prices for other gifts will be sent to you within a day or two. I am only awaiting word from Hobe Lewis as to the cost of the book, Setting the Course... if ordered in quantity. Hobe has been in Europe, but is due home tomorrow.)

Chen

October 12, 1970

MEMORANDUM FOR: MR. HUGH W. SLOAN, JR.
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Eileen Engals

I noticed in a recent memorandum from you to Bob Haldeman, that you proposed a meeting with the President for Mrs. Eileen Engals of Denver--"a POW wife". You also said in that memo that I had recommended the meeting.

I think that you should look into the matter a little more closely, for as it happens Mrs. Engals is not a POW wife. I thought some time ago that she was, but have learned since that she is the wife of an Air Force pilot who is on active duty in Vietnam and due to return home soon...within 30-45 days. Her "thing" is not the POW issue exclusively; rather it is "general support for the President and his entire Vietnam peace plan". As I mentioned to you once before, she was the prime mover behind the City of Denver's July 4th celebration and has been a spark plug in the Denver area on a number of projects carrying patriotic, and administration, themes.

You should check too on the organization, "Colorado Cares". I am not positive that the organization is wrapped up in the prisoner issue as your memo to Bob indicated. You may be right, of course, but it is worth a re-check.

Finally, I do not recall recommending the appointment. I merely pointed out that she had done a number of "good things" and that her coming in was worth our consideration.

Chan

October 12, 1970

MEMORANDUM FOR: MISS DEBORAH L. MURRAY
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Stag Dinner at the Residence
(October 13, 1970)

The menu you forwarded to Mr. Haldeman's office has been approved. However, be sure to include a good American (California) white wine to be served with the fish course.

Thank you.

Attachment (Proposed Menu)

Chase

October 12, 1970

MEMORANDUM FOR: MRS. JULIE ROBINSON

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: The Living White House

I am attaching to this memorandum the page-proof text of all six chapters of The Living White House. The President has given it his approval with one stipulation--that at least one good picture of one of our Evenings at The White House be included. I am not sure exactly how you arrange for that at this late date, but it is a must.

I am getting this word to you as quickly as possible with the hope that something can be worked out without too much inconvenience to you and the National Geographic people. If I can be of any help, let me know.

Chen

THE WHITE HOUSE

WASHINGTON

October 12, 1970

12:45 p.m.

PERSONAL

MEMORANDUM FOR:

MEMBERS OF THE CABINET

SUBJECT:

Confirmation of Results of Recent
Nationwide Telephone Poll

(The following message was passed by telephone to each of you,
or to your office, between 11:45 a.m. and 12:30 p.m. today:

Later today RNC Chairman Rogers Morton will announce the results of a national telephone poll taken by a reputable independent firm (commissioned by the RNC) between Thursday and Saturday of last week (October 8-10). The question posed to 1,077 persons representing a complete cross section of regions, areas, occupations, incomes, interests, etc. was: Do you approve or disapprove of the way President Nixon is handling his job as President?

Results: 67% Approved
 25% Disapproved
 8% Registered no Opinion

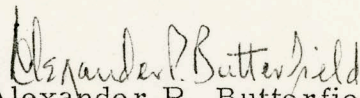
THIS IS THE HIGHEST RATING WE HAVE EVER RECEIVED ON THIS QUESTION. (Corresponding figures after a similar poll taken September 19-20 of this year were: 64%...26%... and 10%) This most recent "Approval" figure indicates clearly that the country is behind the President--that Americans

Memorandum for Members of the Cabinet
October 12, 1970

Page Two

approve and support his Middle East and Vietnam peace initiatives. It speaks especially well for the national reaction to the President's Indochina peace initiative statement delivered October 7.

I know that you and key members of your staffs will be able to use these statistics to good advantage in the days ahead.


Alexander P. Butterfield
Deputy Assistant to the President

PERSONAL

Chicago

October 12, 1970

MEMORANDUM FOR: MR. HUGH W. SLOAN, JR.
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Possible Open Hour Appointment

When the President decided not to see the crew of the unsuccessfully hi-jacked TWA aircraft during his visit to Chicago, he said--or at least intimated--that he would prefer to have them come in to the office during a near future Open Hour.

The purpose of this memo is to remind you of this fact and to suggest that you look into the possibility of bringing the crew members in for a short greeting and handshake.

cc: Dwight L. Chapin

Chase

October 12, 1970

MEMORANDUM FOR: MR. HERBERT G. KLEIN
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Outstanding Policemen

I noticed an article in last Sunday's (October 4th) Washington Post about 10 or 15 policemen who had been selected as the most outstanding in the nation in their field. It seems to me the story was in the Parade magazine section.

If we haven't done so already, I would like to suggest that we log those names and put them on file so that at some future date we can either have them in as a group to meet the President or schedule the President to meet them one by one--over a long period of time--as his domestic travels take him into the cities, or areas, in which they live and work.

cc: Dwight L. Chapin
Jeb S. Magruder
Hugh W. Sloan, Jr.

October 12, 1970

MEMORANDUM FOR: GENERAL JAMES D. HUGHES, USAF
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Reunion List

Thanks for your note of October 9th and the paper containing the President's duty stations during the period of his active Naval service.

Keep pushing the Navy to come up with the "SCAT" personnel who served on Guadalcanal and later at Green Island, for I want to submit the final list to the President in another 8-10 days. And see what you can get in the way of a list of Quonset Point personnel. The President specifically mentioned the Quonset group...i.e. those with whom he attended the Navy's School of Indoctrination from August 17, 1942 until October 16 of the same year.

The lists which I am getting from others around the country will serve as a double check on, and supplement to, the list which you get from the Navy Department.

Chrove

October 12, 1970

MEMORANDUM FOR: MR. H. R. HALDEMAN
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Telephone Call from Elmer Bobst

The other day Larry asked me to take a telephone call which Elmer Bobst had placed to you. I did so and learned that Mr. Bobst's interest concerned the outcome of a Bill. Specifically, he wanted to know if Senator Dodd had been successful in attaching an amendment to a Bill on drugs which in his (Bobst's) mind made the Bill "destructive". I told Mr. Bobst that I would have Bill Timmons give him a call and he said that would be just fine--that, as a matter of fact, he had tried to contact Bill Timmons before he had called your office.

Timmons was well abreast of the issue and agreed to call Mr. Bobst without delay.

chron

October 8, 1970

MEMORANDUM FOR: VINCENT MROZ
SAIC, EPS

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Private David F. Camp, EPS

I am attaching to this memorandum a letter written recently to Mrs. Nixon by L. M. Pennock, Associate Executive Secretary of the National Association of Elementary School Principals (NAESP). As you will note, it contains an exceptionally favorable report on Private David F. Camp, one of our EPS Tour Guides--his courteous manner, his sense of humor, his personality and speaking ability. I thought you might want to pass on to Private Camp a copy of the letter. If you should, please add my compliments to those expressed by the NAESP group.

Thank you.

cc: Chief L. B. Quimby
EPS

THE WHITE HOUSE

WASHINGTON

October 9, 1970

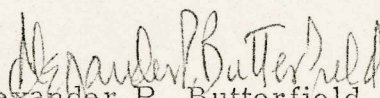
PERSONAL/ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: LILBURN E. BOGGS
Assistant Director, Protective Forces
Office of the Director
U. S. Secret Service

SUBJECT: Unauthorized Entry to the South
Grounds Area on September 25, 1970
Ref: Your memorandum to me of
October 6th

Thank you for the full report on the unauthorized entry to the
South Grounds of three persons on September 25, 1970.

I do not wish to become involved in any way....except to
say that I feel strongly (personally) that disciplinary action
of some kind must be taken, and that the decision must be
fairly consistent with that which was rendered in a similar
case last spring.


Alexander P. Butterfield
Deputy Assistant to the President

cc: Director James Rowley
U. S. Secret Service

PERSONAL/ADMINISTRATIVELY CONFIDENTIAL

Chen

October 9, 1970

MEMORANDUM FOR: MR. H. R. HALDEMAN

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Mailings of the President's Indochina
Speech to Wives and Other Next of Kin
of U.S. POWs and Missing persons
In Southeast Asia (Staff Secretary
Action Memo P-826)

Jeb Magruder's office is in the process now of mailing copies of the President's October 7th Indochina Speech to the full list of wives and next of kin of U.S. POWs and missing persons in Southeast Asia. Covering each copy of the speech is an appropriate Presidential letter -- written by Ray Price in accordance with your suggestions and guidelines.

(The full mailing list was reviewed, double-checked for duplication and other errors and put in proper order by Noble Melencamp and Anne Higgins.)

Chron

October 9, 1970

MEMORANDUM FOR: MR. JOHN BROWN
Staff Secretary

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: The Classifying of Office Materials

I have just received an Action memorandum from your office which is marked "Confidential"....although the memorandum attached to it does not concern a classified subject and has been properly left unclassified. There have been similar cases from time to time--a sufficient number to justify our double checking our own work to ensure that nothing is classified which doesn't have to be.

Chrous

October 9, 1970

MEMORANDUM FOR: LUCY FERGUSON
FROM: ALEXANDER P. BUTTERFIELD

The attached book, The American Aesthetic, was left in the President's office some two weeks ago by the author, Nathaniel Owings. According to Dr. Moynihan, who sat in on the 20-30 minute meeting, a written response is not necessary. I leave the matter to your good judgement.

Chen

October 9, 1970

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: MISS TRUDY BROWN
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Trude B. Feldman

I would like to see the file on Miss Trude B. Feldman.
Is her case in any way "Special"?

Thank you.

ADMINISTRATIVELY CONFIDENTIAL

Shroo

October 9, 1970

MEMORANDUM FOR: MR. H. R. HALDEMAN
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Presidential Note to the Father of
American Cleric, Mark Brennan

Someone left a piece of scratch paper on my desk the other day which bore the handwritten question: "Did Alex get the letter out to Mark Brennan?"

This is to assure you that I did get the letter out--but it was to Mark Brennan's father. Mr. Brennan, who lives in Oxon Hill, Maryland. Facts of the matter were double checked with Lee Huebner prior to the writing.

Chrous

October 9, 1970

MEMORANDUM FOR: MR. H. R. HALDEMAN

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Mailings of the President's Indochina
Speech to Wives and Other Next of Kin
of U. S. POWs and Missing Persons
in Southeast Asia (Staff Secretary
Action Memo P-826)

Jeb Magruder's office is in the process now of mailing copies of the President's October 7th Indochina Speech to the full list of wives and next of kin of U. S. Pows and missing persons in Southeast Asia. Covering each copy of the speech is an appropriate Presidential letter--written by Ray Price in accordance with your suggestions and guidelines.

(The full mailing list was reviewed, double checked for duplication and other errors and put in proper order by Noble Melencamp and Anne Higgins.)

THE WHITE HOUSE
WASHINGTON

October 8, 1970

MEMORANDUM FOR: MR. NOBLE MELENCAMP

FROM: ALEXANDER P. BUTTERFIELD

Here is the full address list of wives and next of kin of U. S. prisoners and persons missing in action in Southeast Asia. As you will note, it is in fairly good order now--primary and secondary list for members of each of the three military departments.

Jeb Magruder's office will be doing a mass mailing of the President's Indochina Speech during the next few days--and will need these addresses--but I thought that you should have them first to double check for duplication, etc. I will appreciate your working closely with Jeb and Ray Price (who is preparing the Presidential letter to accompany the speech).

Thank you.

THE WHITE HOUSE

WASHINGTON

October 8, 1970

MEMORANDUM FOR: MR. JEB S. MAGRUDER
MR. RAYMOND K. PRICE, JR.

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Mass Mailing of the President's
Indochina Speech

The President wants to be certain that POW wives and others listed as next of kin to the U. S. prisoners and persons missing in action in Southeast Asia are sent a copy of his October 7th Indochina Speech and an appropriate Presidential letter which, among other things, tells each recipient that the prisoner issue is one of continuous^{new} major concern to him, and that he hopes his proposal for the immediate release of all prisoners on both sides will result in some substantial relief to their current plight.

Ray Price should prepare the letter, and Noble Melencamp should ensure that the full mailing list is put in order.

I would suggest that as a first step, someone in your office contact the National League of Families (at One Constitution Avenue, N.E.) and get the names of the new national officers of that organization. They were elected this past Saturday, October 3rd, and two of them were called by me just prior to speech time.... at the President's specific request. I talked to Mrs. B. J. Vinson, who I believe is the new National Coordinator (the top operational job) and who lives in Alexandria, Virginia--and Mrs. Kenneth North, the new Board Chairman (or perhaps she is the "Honorary" Chairman) who lives in Wellsfleet, Massachusetts. I told each of these ladies that I was calling for the President and that he was going to address the prisoner issue as one of four major proposal topics in his nationally-televised Indochina statement. Perhaps the letters sent to Mrs. Vinson and Mrs. North should deviate slightly from the standard format and mention something of those pre-speech telephone calls.

This is a high priority project and should be completed as soon as possible.

Thank you.

cc: Mr. Herb Klein
Mr. Rob Odle
Mr. Noble Melencamp

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

October 8, 1970

MEMORANDUM FOR: MR. RAYMOND K. PRICE, JR.
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Draft Letter to POW Wives and
Others Listed as Next of Kin

In accordance with our conversation earlier today, I am sending back to you the letter which Defense drafted and the NSC Staff reviewed while the POW "next of kin" address lists were being prepared.

Jeb Magruder's office is going to gear up for mailings on the speech to persons on those lists. He will be awaiting your letter. Meanwhile, Noble Melencamp's office will be reviewing the lists and double checking for accuracy.

cc: J. S. Magruder
N. M. Melencamp

Chris

October 8, 1970

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

Here is the full address list of wives and next of kin of U. S. prisoners and persons missing in action in Southeast Asia. As you will note, it is in fairly good order now--primary and secondary list for members of each of the three military departments.

Jeb Magruder's office will be doing a mass mailing of the President's Indochina Speech during the next few days--and will need these addresses--but I thought that you should have them first to double check for duplication, etc. I will appreciate your working closely with Jeb and Ray Price (who is preparing the Presidential letter to accompany the speech).

Thank you.

Chrono

October 8, 1970

Honorable John Nicholas Brown
Chairman
National Armed Forces Museum
Advisory Board
c/o Smithsonian Institution
Washington, D.C. 20560

Dear Mr. Brown:

This is just a short note to tell you that I am honored indeed to have been appointed by the President to serve as a member of the National Armed Forces Museum Advisory Board. I very much appreciate your good wishes and those expressed by Mr. Ripley and Colonel Magruder. The meeting information is on my calendar and I will do my best meanwhile to get together for a short session with the Director.

Sincerely,

Alexander P. Butterfield
Deputy Assistant to the President

bcc: Mr. S. Dillon Ripley
Secretary
Smithsonian Institution
Col. John H. Magruder, III
USMC (Ret.)
Director
National Armed Forces Museum Advisory Board
c/o Smithsonian Institution

Chaus

October 8, 1970

MEMORANDUM FOR: MRS. ANNE V. HIGGINS
FROM: ALEXANDER P. BUTTERFIELD

Please prepare and, in coordination with Murray Chotiner, dispatch a short Presidential wire to Brian Lewis and his supporters in Washington State's 7th District. A rally is being held for Lewis from 8-11:00 p.m. tonight, so the message should arrive during that period.

It should be addressed to:

Brian Lewis
c/o Mrs. Lynn Clark
6001 Athletic Club
140th Avenue, N.E.
Redmond, Washington

Thank you.

chron

October 8, 1970

MEMORANDUM FOR: MR. MURRAY CHOTINER
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: GOP Congressional Candidate,
Brian Lewis

I am attaching for your files the information we talked about on the telephone concerning Brian Lewis, the GOP's congressional candidate in Washington State's 7th District. He appears to be an especially good man so I hope we are not "writing him off" completely.

THE WHITE HOUSE

WASHINGTON

October 7, 1970

MEMORANDUM FOR: MR. H. R. HALDEMAN

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Instructions and Format for the
Preparation of One-Page
Presidential Briefing Papers

I sent you a memorandum a few days ago which said that I had discussed the preparation of one-page Presidential Briefing Papers with most of the members of the staff who are responsible for that particular material. In that correspondence I said that I was preparing a format which I thought would serve our objective--and that of the President--fairly well.

The instructional items which I propose we send to staff members tasked with the preparation of Presidential Briefing Papers after October 10th are attached.

Chrono

October 7, 1970

MEMORANDUM FOR: MISS GERTRUDE BROWN
 Security Assistant

FROM: ALEXANDER P. BUTTERFIELD

Please see to it that Permanent White House Passes are issued to the following persons:

Mr. William Henkel

Mr. Dewey Clower

Mr. Jon Foust

Mr. Michael Rauol-Duval

Thank you.

Chen

October 7, 1970

MEMORANDUM FOR: DR. HENRY A. KISSINGER

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Ambassador Yost's Report of
Important Problems Before the
United Nations and the United
States Mission During the Month
of September 1970 (SECRET)

I am attaching to this memorandum Ambassador Yost's regular monthly report on significant items and issues which came before the United Nations and the United States Mission during the month of September.

I will contact Ambassador Yost's office in New York and try once again to have these reports directed to your office rather than to mine.

Chrono

October 7, 1970

MEMORANDUM FOR: MR. JAMES KEOGH

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Wives and Next of Kin of
U. S. Prisoners of War and
Persons Missing in Action in
Southeast Asia

I just received a carbon copy of a memorandum sent to you October 6 by John Brown. It concerns preparation of a Presidential letter to the person who serves as the director or chairman of the POW wives and next of kin.

For your information Mrs. Sybil Stockdale (whose name has been in the news so frequently over the past three-four years in connection with the efforts being put forth by the POW wives) is no longer the honcho. The National League of Families of American Prisoners and Missing in Southeast Asia held national elections this past Saturday.... and elected Mrs. Joanne Vinson (Mrs. B. J. Vinson) to replace Mrs. Stockdale as the national coordinator. Therefore, your note should probably be addressed to Mrs. Vinson, who incidentally lives here in the area--in Alexandria, Virginia. Her address is:

Mrs. Joanne Vinson
Coordinator, National League of Families
of American Prisoners and Missing in
Southeast Asia
One Constitution Avenue, N.E.
Washington, D. C. 20002

I hope this information is of some help to you.

chron file

THE WHITE HOUSE

WASHINGTON

October 6, 1970

MEMORANDUM FOR:

MEMBERS OF THE CABINET

SUBJECT:

Cabinet Meeting

This is to confirm the message passed to you by telephone during the noon hour today--that there will be a Cabinet Meeting in the Cabinet Room at 5:00 p.m. Wednesday, October 7.

I would like to ask you to arrive at least 5 minutes early so that the meeting can begin promptly at 5:00 p.m. The President will be meeting with the bipartisan leadership group at 6:00 p.m.

Thank you.


Alexander P. Butterfield
Deputy Assistant to the President

TO BE IN ATTENDANCE

At Cabinet Table

(Cabinet Member Unable to Attend)

1. The President
- (2) -- (The Vice President - New Orleans)
3. Secretary Rogers
4. Secretary Kennedy
5. Secretary Laird
6. Deputy Attorney General Kleindienst (The Attorney General - Reno)
7. Postmaster General Blount
8. Under Secretary Russell (Secretary of Interior - Alaska)
9. Secretary Hardin
10. Secretary Stans
11. Secretary Hodgson
12. Secretary Richardson
13. Secretary Romney
14. Under Secretary Beggs
15. Director Shultz
16. Counsellor Finch
17. Counsellor Harlow
18. Counsellor Moynihan
- (19) -- (Rumsfeld - Minneapolis)
20. Ambassador Yost

Total: 18

Staff Members

1. Mr. Ehrlichman
2. Mr. Haldeman
3. Dr. Kissinger
4. Dr. David
5. Mr. Flanagan
6. Mr. Klein
7. Mr. Keogh
8. Mr. Butterfield
9. Mr. Ziegler

Others (Who Normally Attend)

1. Dr. McCracken
2. Chairman Morton

*Guest Attendees

1. Dr. John Hannah (AID)
2. Ambassador Gerard Smith (ACDA)
3. Mr. Frank Shakespeare (USIA)
4. Mr. Robert Kunzig (GSA)
5. Mr. Don Johnson (VA)

*Invited, but unable to attend:

Admiral Moorer (Chairman, JCS)
Director Helms (CIA)
Director Tarr (U. S. Selective Service Comm)
Dr. Seaborg (AEC)
Director Blatchford (Peace Corps)

THE FOLLOWING PERSONS FROM OUTSIDE
THE WHITE HOUSE-EOB COMPLEX WILL BE
ATTENDING THE CABINET MEETING IN THE
CABINET ROOM AT 5:00 P.M. TODAY

1. Secretary Rogers (State)
2. Secretary Kennedy (Treasury)
3. Secretary Laird (Defense)
4. Postmaster General Blount (Postal)
5. Secretary Hardin (Agriculture)
6. Secretary Stans (Commerce)
7. Secretary Hodgson (Labor)
8. Secretary Richardson (HEW)
9. Secretary Romney (HUD)
10. Ambassador Yost (Sr. U. S. Rep. UN)
11. Deputy Attorney General Kleindienst (Justice)
12. Under Secretary Russell (Interior)
13. Under Secretary Beggs (Transportation)
14. Chairman (RNC) Rogers C. B. Morton
15. Mr. Robert Kunzig (GSA)
16. Mr. Donald Johnson (VA)
17. Dr. John Hannah (AID)
18. Mr. Frank Shakespeare (USIA)
19. Ambassador Gerard Smith (ACDA)

Chow

October 6, 1970

MEMORANDUM FOR: Honorable Donald Johnson
 Administrator
 Veterans Administration

SUBJECT: Meeting of the
 President's Cabinet

The President has extended an invitation to you to attend a meeting of his Cabinet... to be held in the Cabinet Room at 5:00 p.m. Wednesday, October 7.

I would like to ask you to arrive at least 5 minutes early at the West Wing Reception Room (Via the Northwest Gate--off Pennsylvania Avenue) for it is planned that the meeting begin promptly. (The President will be meeting with the bipartisan leadership group at 6:00 p.m.)

Alexander P. Butterfield
Deputy Assistant to the President

Memo also sent to:

Gerard C. Smith
U. S. Arms Control and Disarmament Agency
Rogers C. B. Morton
Republican National Committee
Frank J. Shakespeare, Jr.
U. S. Information Agency
John A. Hannah
Agency for International Development
Robert L. Kunzig
General Services Administration
Donald Johnson
Veterans Administration