

Chapin

March 9, 1971

MEMORANDUM FOR: MR. ROBERT H. TAYLOR
Special Agent in Charge
Presidential Protective Division

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Presidential Limousine

Thank you for the paper listing and identifying Presidential and Vice Presidential limousines, and explaining normal replacement procedures.

Incidentally, as a matter of policy I wish to be consulted prior to your relinquishing, or committing, any one of the vehicles assigned to the President to another dignitary, regardless of the reasons or circumstances. If you are unable to contact me, you should consult Mr. Dwight Chapin. He will share approval authority for such requests.

cc: Dwight L. Chapin
Director James J. Rowley
Secret Service

Chapman

March 8, 1971

Bob:

I am attaching the first of a series of
weekly reports on "color reporting
effectiveness".

Chen

March 8, 1971

MEMORANDUM FOR: MR. REX SCOUTEN
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Proposed Renovation of Residence Kitchen

Please proceed with the plan to renovate the Residence kitchen -- as recommended by Cini Grissom Associates and outlined in your memorandum to me of March 4th.

The project is approved with the understanding that total construction and equipment expenses will be paid from National Park Service funds as allocated in that organizations FY '72 Budget.

You may use as your target date the month of August and I will let you know as soon as precise dates are known.

Chen

Determined to be an
Administrative Marking
Not National Security Information
By JHS NARA Date 3/30/2016

March 8, 1971

~~CONFIDENTIAL~~

MEMORANDUM FOR: MR. REX SCOUTEN

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Beverages for Official Functions

This memorandum serves as authorization for you to contact General Services Administration officials to have the White House placed on the list of agencies to be notified when certain beverages -- those covered by Paragraph D, Section 101-43.402-6 of the Federal Property Management Regulations -- are available.

~~CONFIDENTIAL~~

Chen

March 8, 1971

Dear Bob:

The President mentioned your letter again just this morning -- and the thoughtful prayer it contained. He made a point of asking me to write you and pass on his appreciation. (He knows of your long and steadfast concern for our country's welfare.)

All of us want peace, and you may rest assured that the President is determined to end the war in a way that will promote peace rather than conflict -- in a way that will bring an era of reconciliation rather than recrimination.

Warm regards to you and your family.

Sincerely,

Alexander P. Butterfield
Deputy Assistant to the President

Mr. Robert F. Grunwald
1340 Harraber Lane
Northbrook, Illinois 60062

Caro

March 8, 1971

MEMORANDUM FOR: MRS. LUCY A. WINCHESTER
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Dinner at the White House on
Thursday, March 25th

The purpose of this note is merely to confirm that the Stag Dinner at the White House on Thursday, March 25th, will not be a black tie affair. Moreover, it will begin at 7:30 rather than 8:00 p.m.

cc: Miss Rose Mary Woods
Mr. Sanford L. Fox

Chapin

March 8, 1971

MEMORANDUM FOR: MR. DAVID N. PARKER
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Open Door Hour Suggestion

Further to my memorandum of earlier today about Mrs. Jean Robb, you may want to consider having 3-4 other White House office employees accompany her into the President's office ... that is, if you decide her 25th anniversary is a worthwhile event to be highlighted during an Open Door Hour. I suggest this "group" approach in that there are several others who completed their 25th year on the White House rolls during the month of February.

cc: Dwight L. Chapin

Chen

March 8, 1971

MEMORANDUM FOR: MR. DAVID N. PARKER
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Suggestion for Open Door Hour Event

Mrs. M. Jean Robb, Personnel Officer, will have served here at the White House for 25 years on Thursday, March 25th. You may want to consider having her drop by the Oval Office during an Open Door Hour on or near that date.

(Incidentally, Miss Edna Rosenberg completed 42 years of service here at the White House this past Sunday, March 7th, and we had a photograph taken of her as she was received in the State Dining Room after the Worship Service by the President and Mrs. Nixon. I have a log of those employees who have served here 20 years and more ... so will be able to keep you apprised of these special anniversaries.)

cc: Dwight L. Chapin

Chen

March 6, 1971

MR. PRESIDENT:

Here are some reminders pertaining to several guests:

- Mrs. Thelma Larsen -- You asked for her to be invited because of the letter she wrote to you. (A copy is attached hereto.) However, you may be interested in these facts:
 - Her husband, Emmanuel Larsen, was fired in the 1930's from a position with the British-American Tobacco Company ... for embezzlement. He was arrested in 1945 for conspiracy to purloin U.S. government documents. (On a plea of nolo contendere, judgment was entered sentencing him to pay a fine of \$500.)
- Dr. and Mrs. Victor Eimicke -- Both are strong supporters of yours and have been since the early 1950's. They were the subject of a recent letter to Lucy Winchester from Mr. Edward O. Sullivan, who I understand is Mrs. Nixon's cousin. (Mr. Sullivan's letter to Lucy is attached.)
- Miss Edna Rosenberg -- The day of the Worship Service (March 7) will be her 42nd anniversary as an employee at the White House. In terms of service she is the oldest employee on our rolls. She works under Mr. Frank Matthews in the filing room of the Correspondence Section. A White House photographer will be on hand to take a photograph as you receive her in the State Dining Room after the Service.

Chen

March 6, 1971

MEMORANDUM FOR: MR. JAMES J. ROWLEY
Director, U.S. Secret Service

Attention: Mr. Lilburn E. Boggs
Assistant Director
Protective Forces

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Utility Expenses of the Western
White House Residence

It is my understanding that monthly expenses for utilities at the Western White House Residence are excessive because of certain systems and equipment installed within the Residence structure, and on the grounds of the estate, for the purpose of contributing to First Family safety and protection.

If this is a fact, it would seem to me only justifiable that a formula be devised for permitting henceforth an appropriate sharing of these expenses by the Secret Service.

As I say here, I am ignorant of the details of the matter and would appreciate hearing your comments.

Thank you.

Chen

March 6, 1971

MEMORANDUM FOR: MR. NOBLE M. MELENCAMP
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Preparation of Presidential Letter

Please prepare for the signature of the President a letter to Mr. John R. Brown, III, former White House Staff Secretary. It should indicate the President's awareness of the magnitude of the Staff Secretary Office and responsibilities, and his special appreciation for the quietly efficient manner in which John served here for some 25 consecutive months.

Thank you.

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

March 6, 1971

MEMORANDUM FOR: MR. JOHN NESBITT
Office of Presidential Papers

FROM: ALEXANDER P. BUTTERFIELD *AB*

SUBJECT: Operating Procedures for the Office of
Presidential Papers

This note will serve to transmit my responses to the three memoranda you sent to me on March 4th.

Re: The Need to Know

I fully appreciate the problem you are having with people from all offices and organizations -- some known and some unknown -- coming to you for information about the President's activities. These requests must come through a central point -- Mr. Jon Huntsman. I have discussed this subject with Mr. Huntsman and he is aware of the new procedure.

Re: The Indexing Project

You should discontinue attempting to index White House staff members, NSC staff members, Domestic Council staff members, members of the First Family, Secret Service agents aboard AF-1, and persons in the "general public" category. You should continue to index Mr. Cox, Mr. Rebozo, State Department Protocol personnel and, of course, members of the Congress, members of the Cabinet, governors, foreign visitors, persons of notoriety, sports figures, scientists, Business Council members and all persons who are identified with special interest groups. Considerable thought must be given to these categories so that none are missed.

Re: Distribution of the President's Daily Diary

Distribute copies as you are doing at the present time, but add my name to the distribution list.

March 5, 1971

Dear Bob:

I, too, enjoyed the telephone chat with you the other day. It seems that it was at least a year ago when I talked so long one night with you and your daughter.

Many thanks for the copy of Shelton's book on fasting. I can't promise you that I'll follow your example, but I'll certainly make a point of reading what the author has to say.

The President has seen your letter and will no doubt get a response off to you in the very near future.

Best wishes.

Sincerely,

Alexander P. Butterfield
Deputy Assistant to the President

Mr. Robert Grunwald
The Harwald Company, Inc.
1245 Chicago Avenue
Evanston, Illinois 60202

Chen

March 5, 1971

MEMORANDUM FOR: MR. JOHN S. DAVIES

Attention: Mr. Michael J. Farrell

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Request for Special Tour of the White House
for Ten Persons Sometime during the Period
March 11-14

I am attaching a letter which I just received in the morning mail. As you will note, it is from a young girl in Ohio whose name is Kitty McClellan. Evidently, she has been here to the White House before and knows of our fantastic Visitor's Office and its services. She hopes that you will be able to accommodate some of her Catholic school classmates and the nuns who will accompany them here to Washington during the period March 11-14.

I would appreciate your giving this request consideration, and responding to Miss McClellan.

Thank you.

Attachment

Chen
3-5-71

TELEPHONE CALL

STAFF

TO: Mrs. Mary Hoffer

RECOMMENDED BY: Alex Butterfield

PURPOSE: To personally thank her, on the eve of her retirement, for her 17 years of outstanding service on the White House switchboard.

BACKGROUND A short biog on Mrs. Hoffer is attached. She is well-known by many members of the staff as being one of the most pleasant and cooperative of all of the operators assigned to our switchboard.

Beverly Cole, the switchboard supervisor, and the other telephone operators are planning a luncheon for Mrs. Hoffer to be held around noon on Friday ... while you are in Rochester.

- TALKING POINTS:
1. Tell her that you just heard that she is going to be retiring from government service tomorrow ... after 17 years and 8 months on the White House switchboard, and 22 years and 4 months of total government service.
 2. Tell her that you have heard from Beverly Cole and a number of staff members how pleasant and cooperative she has always been ... and how much she will be missed.
 3. Wish her well in her retirement.
 4. You may want to add that you and Mrs. Nixon will be sending her a small gift to serve as a memento of her years here at the White House.

NOTE I have just learned that the Rochester trip has been cancelled. As an alternative to placing a telephone call to Mrs. Hoffer, you may want to drop by the EOB and wish her well personally. The other operators are planning a noon hour luncheon for her in the lounge adjacent to the switchboard room. Steve Bull is working on a brief scenario in the event that this idea appeals to you.

THE WHITE HOUSE

WASHINGTON

March 5, 1971

MEMORANDUM FOR:

SUBJECT: State of the World Message

The President has urged that you take time to read his report on United States Foreign Policy, a copy of which is enclosed. He believes it will be helpful to all of us in terms of our understanding of the background of the transition period through which our Foreign Policy is now moving.

Alexander P. Butterfield
Alexander P. Butterfield

Deputy Assistant to the President

Enclosure

Distribution

The Vice President
Secretary Connally
Attorney General Mitchell
Postmaster General Blount
Secretary Morton
Secretary Hardin
Secretary Stans
Secretary Hodgson
Secretary Richardson
Secretary Romney
Secretary Volpe

Director Shultz
Counsellor Finch
Counsellor Finch
Ambassador Bush
Ambassador Kennedy

THE WHITE HOUSE

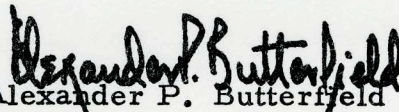
WASHINGTON

March 5, 1971

MEMORANDUM FOR:

SUBJECT: State of the World Message

The President has urged that you take time to read his report on United States Foreign Policy, a copy of which is enclosed. He believes it will be helpful to all of us in terms of our understanding of the background of the transition period through which our Foreign Policy is now moving.



Alexander P. Butterfield
Deputy Assistant to the President

Enclosure

Cheney

March 5, 1971

MEMORANDUM FOR: MISS ROSE MARY WOODS

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Additional Guests for the March 16th
Irish Evening at the White House

Jack Mulcahy visited with the President in the Oval Office for some 20 minutes today and happened to mention Mr. Jack McCarthy -- the fellow who used to be the announcer at the annual St. Patrick's Day parade. Evidently, Mulcahy is bringing Mr. and Mrs. Jack McCarthy over here to the United States from Ireland and the President agreed to include them as guests ~~at~~ the Irish Evening at the White House on March 16th. He wants us to be sure to get an invitation to them right away ... and it's my guess that this will have to be done through Jack Mulcahy.

Many thanks.

Chen

March 5, 1971

MEMORANDUM FOR: MR. NOBLE M. MELENCAMP
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Preparation of Presidential Letter

Please prepare for the President's signature a letter to Mr. Robert Grunwald. You should express the President's gratitude for Mr. Grunwald's thoughtful prayer -- contained in the attached letter of March 3rd -- and appreciation for his keen interest in a better America and a genuinely peaceful world community of nations.

As I am sure you know, there is a large file on Grunwald. He has sent a series of letters and telegrams to the President over the past two-year period. You may wish to allude to these letters if you mention his long and steadfast concern for America's (and the President's) welfare.

Many thanks.

Attachment

**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 11 ON THE DOCUMENT WITHDRAWAL RECORD IN THE FRONT OF THIS FILE FOLDER.

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION

March 4, 1971

MEMORANDUM FOR: MRS. LUCY A. WINCHESTER
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Suggested Guest for a Near Future
White House Worship Service

Mr. Wade St. Clair of NASA was exceptionally cooperative during the recent visit to Washington -- and to the White House -- of the Apollo 14 astronauts.

I think it would be most appropriate if we were to invite him to a near future White House Worship Service. I am not sure if he is married, but I'm sure that Sandy's office will be able to check this out.

The information we have on him appears below:

Mr. Wade St. Clair
Director of Public Services
NASA
FOB 6, Room 6107

Residence: 6126 Franklin Park Road
McLean, Virginia 22101

Thank you.

Chris

March 4, 1971

Dear Mr. St. Clair:

This is just a very short note to tell you how much I appreciated your fine cooperation prior to, and during, the recent visit of the Apollo 14 Astronauts to the White House.

I look forward to the opportunity of meeting you sometime in the not too distant future. Meanwhile, all the best.

Sincerely,

Alexander P. Butterfield
Deputy Assistant to the President

Mr. Wade St. Clair
Director of Public Services
National Aeronautics and
Space Administration
Federal Office Building Six
Room 6107
Washington, D.C.

March 4, 1971

Dear Rob:

Many thanks for a copy of the material you prepared on the history of the President's desks. It is an excellent piece of work and you are to be congratulated for your diligent research.

Sincerely,

Alexander P. Butterfield
Deputy Assistant to the President

Mr. Robert C. Odle, Jr.
The White House

Determined to be an
Administrative Marking
Not National Security Information
By Jus NARA Date 3/20/2016

March 4, 1971

CONFIDENTIAL

MEMORANDUM FOR: MR. ROBERT H. TAYLOR
Special Agent in Charge
Presidential Protective Division

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Issuance of Special Identification Passes
to Certain Press Office Members

Please issue a pocket commission-type identification pass to Mr. Gerald Warren, Deputy Press Secretary ... and at the same time pick up from him the unofficial "special pass" that he was issued some 8-10 weeks ago without the approval of this office.

The same book-type identification pass should be made up for Mr. Oliver Atkins, Mr. Robert Knudsen, Mr. Jack Kightlinger, Mr. Byron Schumaker, Mr. Buck May, and Mr. Robert Moore ... but the design must be similar or identical to the design being considered for the special passes of the wives of the top assistants -- i. e. devoid of wording which indicates the holder of the pass is a Presidential appointee. There should be no mention of an office being held "during the pleasure of the President of the United States", or of an appointment of an office.

As in the case of Mr. Warren, photo office personnel must surrender their old unofficial passes at the moment of delivery of the official pass.

Thank you.

cc: Mr. Alfred Wong

CONFIDENTIAL

Chapin

March 4, 1971

MEMORANDUM FOR: MR. DAVID N. PARKER
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Suggestion for Open Door Hour Event

According to a good friend of mine -- Mr. F. R. (Ted) Schroeder, of world tennis fame back in the Forties -- Mr. "Andy" Andrews (presumably the President of Pacific Southwest Airlines, headquartered in San Diego) is standing by to present to the President a model airplane mounted on a wooden stand. A photograph of the object, and the inscription it bears, is attached hereto.

Ted Schroeder, who lives in La Jolla, will be able to fill you in on details. I've got to admit that I'm not sure why the presentation is appropriate. It seems to me that Schroeder said something about Pacific Southwest having transported the President during the campaign more than any other airline. At any rate, these people are all great fans and supporters, and I think the proposal is worth at least a phone call to Andrews or Schroeder.

Attachments

cc: Dwight L. Chapin

THE WHITE HOUSE
WASHINGTON

March 4, 1971

Dear Mr. Ives:

I am writing to you, as I said I would in my note of January 19th, to tell you of the decision which we have reached with regard to setting aside (or creating) a special place in the White House where Presidents, their wives, their families, staff members and/or guests can conveniently meditate or pray -- either together or alone.

I held a meeting on the subject of your suggestion here in my office last month and learned from several of the persons present -- including the White House curator, Mr. Clem Conger -- that the idea of a White House chapel had come up a number of times in the past ... during various administrations. In each case negative decisions were rendered. And although I dislike very much being the bearer of news which will be disappointing to you, I must admit that we, too, reached the conclusion that the building of a chapel area in the White House would not be feasible. Space, of course, was the prime consideration. As you may know, it is extremely limited in the Executive Residence. All of the area on the second floor is needed and used for First Family living quarters, and the entire State Floor is used almost constantly for the carrying out of official functions of the Office of the Presidency.

I realize that it sounds rather ridiculous, but there is just no room in the White House which could be set aside for a chapel without depriving the First Family of living space, or the President and Mrs. Nixon of State Floor space in which to hold official events. As a matter of fact, these State rooms are already used far more than they should be -- and for a variety of functions.

Another item, I'm sure, influenced those who were called upon to give careful thought to your proposal. This (we think) is the first Administration to hold Worship Services in the White House. There

chron

copy to JMH 3/26

w/ward &

gradually

say no.

+ copies

See 3/23

APB 1/19 See

1/19 meet

*Agreed earlier
over w/this memo*

have been 28 of these Services to date, the 29th is scheduled for this coming Sunday, March 7th. On these occasions, as you may know, some 250-300 persons representing many and varied ecclesiastical sects come to the East Room of the White House and there unite as a nondenominational body and pray generally for those things which are dear to all Americans -- wisdom for our leaders, safety for our fighting men, prosperity for our people and peace for our land.

Let me assure you once again how much your interest in this idea is appreciated. And please understand that my letter does not necessarily close the door on the proposal for all time. It may well be that reconsideration will be given to the project at a later date, and that those involved will see it through to completion.

Best wishes.

Sincerely,


Alexander P. Butterfield

Deputy Assistant to the President

P.S. I am going to take the liberty of sending a copy of this letter to Mr. Samuel Meek. He sent a note to Bob Haldeman on December 8th which expressed his high regard for you and his strong support for your "Room of Quiet" concept.

cc: Mr. Samuel Meek
Walker and Company

Mr. Philip Ives
Philip Ives Associates, Architects
65 East 55th Street
New York, New York 10022

March 4, 1971

MEMORANDUM FOR: MRS. CONSTANCE STUART
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Mr. Mark Goode (FYI)

When Mark Goode is not actively involved in a priority Presidential project, the President wants him to be available to advise and assist Mrs. Nixon and Tricia (and I assume Julie, as well) when either is scheduled to go before the TV cameras.

THE WHITE HOUSE

WASHINGTON

March 4, 1971

MEMORANDUM FOR: HONORABLE EUGENE T. ROSSIDES
Assistant Secretary (Enforcement and Operations)
Department of the Treasury

SUBJECT: Installation of Fire Extinguishing System
at the Western White House Residence

Having reviewed the various heat detection and fire extinguishing devices recently proposed for installation at the Western White House Residence -- and having discussed the matter with fire prevention experts, installation engineers and senior White House staff members -- I believe the manually operated selective sprinkler system (as described in Mr. Warren B. Sturtevant's December 3rd memorandum to Messrs. Hal Lynch and Herbert Kalmbach) will best ensure protection from fire of the President, the First Lady and their property.

Therefore, I would like to ask the U.S. Secret Service to immediately move forward with this project and, on the basis of the system's clear contribution to the personal safety of First Family members, to assume the purchase and installation costs.

Thank you.

Alexander P. Butterfield
Deputy Assistant to the President

cc: James J. Rowley
Director
U. S. Secret Service

Chen

March 4, 1971

Dear Senator Kennedy:

Please excuse our general ignorance of the facts surrounding the origin of the Bernard Lamotte mural and its presence in the White House swimming pool enclosure during the early months of 1969. I have just seen the letter you wrote last month to Mr. Rex Scouten and have asked him to remove the mural from storage and ensure its safe return to you and your family. I know that he will be getting in touch with someone in your office soon.

Sincerely,

Alexander P. Butterfield
Deputy Assistant to the President

Honorable Edward M. Kennedy
The Senate
Washington, D. C.

Chen

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Not National Security Information
By 145 NARA Date 3/20/2016

March 3, 1971

CONFIDENTIAL

MEMORANDUM FOR: MR. FREDERIC V. MALEK
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Investigation of Personnel Matter

It has come to my attention that the chief of public relations at the Cuban Refugee Center in Miami is an enthusiastic (and vocal) fan of Senator Hubert Humphrey, and that he sings Senator Humphrey's praises long and loud day in and day out. The man's name is Eugenio Sanchez Torrento.

My source is reliable without question so you need not launch an extensive investigation. However, I am sure you will agree that the matter should be looked into and that appropriate action should be taken.

Please give me a report -- by note or by telephone -- when the situation is settled to your satisfaction.

Thank you.

P.S. I have told Jon Huntsman about this because of his recent knowledge of the Cuban refugee program and his familiarity with many of the regional employees. You may want to touch base with him before you move.

CONFIDENTIAL

Chino

March 3, 1971

MEMORANDUM FOR: MR. H. R. HALDEMAN
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: A Request from Vic Lasky

I know that Vic Lasky is in the process of talking to Marty Anderson about some of the early Administration plans as conceived and developed by the various task forces; but in addition to that, he wants to dit down in some White House office and review our Memoranda for the President's File for Presidential meetings and conferences held during the period January-June '69.

I know that he is our friend and that some of these papers would help him piece things together. On the other hand, I don't like the idea of our allowing anyone outside of your immediate office personnel (and those few people assigned to Rose Woods' office) access to those particular documents while the President is still in office.

I would appreciate having your comments on this matter.

Thanks.

Approve _____

Disapprove _____

chen

March 3, 1971

MEMORANDUM FOR: MRS. LUCY A. WINCHESTER
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Guest List for Stag Dinner on March 25th

I am attaching to this memorandum the names of persons who should be invited to the black tie Stag Dinner at the White House scheduled for 8:00 p.m. on March 25th.

Attachment

March 3, 1971

MEMORANDUM FOR: MISS ROSE MARY WOODS

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Additional Guests for the Irish Evening
at the White House (March 16)

Now that we have cancelled the rather elaborate television filming plan which precluded development of a normal-sized guest list for the March 16th Irish Evening at the White House, we should be in a position to reconsider additions of some of the more important Irishmen initially suggested by Chuck Colson and others.

It is my understanding that with an "expanded reel coverage" press plan (which is the new order of the day), we can have as many as 325-335 guests at an Evening at the White House function. If that is true, I know that the President would want us to try our best to accommodate at least some of the 37 persons named on the attached list. If there are 286 persons invited now, an extra 37 would bring the grand total to only 323 if there were no regrets at all.

I am aware, of course, of the special circumstances of this event -- and of the manner in which they relate to the guest list. Certainly you will want to consult with Mrs. Nixon. But I feel certain that with the extra space now available, she will not object to some additional invitations being extended.

Attachment

PERSON ON CHUCK COLSON'S "MUST LIST"
FOR
THE IRISH EVENING AT THE WHITE HOUSE (March 16)

Governor Meskill	Two of the nation's more prominent Irish Catholic
Governor Cahill	Republicans holding public office. Both are running
	states which are very important to us.
Malcolm Wilson	Lieutenant Governor of New York and a top Irishman
Raymond Guest	Former Ambassador to Ireland and a big contributor
Archbishop McGucken of San Francisco	
Archbishop Manning of Los Angeles	
Cardinal Cody	
Cardinal Krol	
George Meany	One of the most Irish of the Irish
Peter Brennan	An Irishman whom Mulcahy is trying to cultivate
Frank Fitzsimmons	Head of the Teamsters
James Roche	Chairman of General Motors
Margaret Mealey	National Council of Catholic Women
General Carroll	National Council of Catholic Men
Father O'Meara	National Director of The Society for the Propagation of the Faith
James Sullivan	Ancient Order of Hibernians
Congressman John Byrnes	An Irishman and one of the real key men to the success of our legislative program this year
Congressman Larry Hogan	
Frank Fogerty	President of Mid-Continent Communications
Robert Reynolds	Golden West Broadcasters
Frank Murphy	Capital Cities Broadcasting

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

DECLASSIFIED
E.O. 13526, Section 3.5By HU NARA, Date 9/3/97

March 3, 1971

CONFIDENTIAL

MEMORANDUM FOR: DR. HENRY A. KISSINGER

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Message from Secretary Connally to the President Concerning the Lockheed-Rolls Royce Issue

Secretary John Connally called the White House switchboard around noon today and asked to speak to the President. I took the call and the message. It pertained to the Lockheed-Rolls Royce issue. Key points appear below:

- Dan Haughton called John Connally last night (or this morning) from England. He said that he had been talking to Lord Carrington and that Carrington, speaking for his government, had put forth a proposal for a joint company -- Lockheed and the British government.
- According to Carrington, the joint company would produce Rolls Royce engines for the new transport, but only under the condition that the engines be sold to Lockheed-American for 140,000 Pounds additional each ... or approximately (US) \$1,000,000 additional per airplane.
- Carrington said that his government would underwrite up to (US) \$60,000,000 (I am not at all sure of this figure.) of the launching costs ... and that Lockheed would have to pay the overrun
- Haughton asked who would finance the new company but did not get an answer.
- Haughton told Lord Carrington that Lockheed simply could not agree to such a proposal -- that 140,000 Pounds per engine was far too much extra money, and that the airlines would never pay it.

- Carrington asked Haughton if he had a counterproposal.
- Although unprepared for articulating a compromise, Haughton said that Lockheed might consider (US) \$100,000 per engine ... or (US) \$300,000 extra per aircraft. He said, also, that Lockheed would probably accept the excess weight of the British-built engine and the delivery delays which would surely result. He said, too, that Lockheed would at least ask the airlines to do the same.
- Lord Carrington replied that Haughton's briefly sketched counterproposal was unacceptable to the British. Moreover, he added that if an agreement were reached eventually -- an agreement of a plan along the lines of that proposed by the British -- his government would insist on some kind of guarantee (either from Lockheed or from the U.S. government) that Lockheed would complete the venture.

The purpose of Connally's passing this information on was simply to prepare the President for a possible phone call from Heath ... although he admitted that the more likely route for official delivery of the message would be from Carrington to Cromer to him personally at the Treasury Department.

CONFIDENTIAL

March 3, 1971

MEMORANDUM FOR: BRIGADIER GENERAL JAMES D. HUGHES
Military Assistant to the President

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Delivery of Newspapers to the President's
Cabin at Camp David

Thank you for informing me of Manolo's request of your staff concerning the delivery of newspapers to the President's cabin while he and other First Family members are at Camp David.

Please comply with the request ... as outlined in your memorandum to Bob Haldeman of March 3rd. (Incidentally, please address such matters to me in the future. Thanks.)

Chen

March 3, 1971

MEMORANDUM FOR: MR. H. R. HALDEMAN

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Passage of Personal Message to
Secretary John Connally
(Staff Secretary Action Memo Log P1496H)

I have given Secretary Connally the President's message ... in the context outlined in your March 2nd memorandum to me.

The Secretary pretty well understood the procedure but was grateful for the confirmation.

Incidentally, I spoke to him at the Astronauts' Dinner and he told me that he had taken full advantage of Camp David's restful environment, and that he felt "absolutely wonderful".

Chris

March 3, 1971

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: MR. REX SCOUTEN
Chief Usher

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Kennedy Family Mural

Please ensure that the mural by French artist, Bernard Lamotte -- which was installed in the White House swimming pool enclosure during the summer of 1961 and removed in October 1969 -- is returned to Senator Kennedy so that it may be placed eventually in the John F. Kennedy Library.

Thank you.

ADMINISTRATIVELY CONFIDENTIAL

Carr

March 3, 1971

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: MR. JOHN NESBITT
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Declassification of Documents

Please proceed with appropriate declassification of certain documents among the President's collection of materials from his term of office as Vice President. If the President's former security chief (who, I understand, now works at CIA) is unable to supervise the declassification process, let me know and we will borrow for that purpose one of Dr. Kissinger's experts on the National Security Council staff.

cc: Mr. John W. Dean, III

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM

Determined to be an
Administrative Marking
Not National Security Information
By JLS NARA Date 3/30/2016

THE WHITE HOUSE

WASHINGTON

March 3, 1971

CONFIDENTIAL

MEMORANDUM FOR:

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Color Reports Submitted by Assigned
Anecdotalists

The color reports submitted by assigned anecdotalists seem to be moving fairly well. But there has been one noticable discrepancy in the contents of most of the papers submitted thus far. It is the lack of information as to what positive actions have been taken, and will be taken, to give the anecdotal material maximum dissemination to reporters, commentators, publishers, etc.

Once again, you should state on the paper the fact that you have relayed the information to the Press Secretary or the deputy secretary -- then state what you plan to do with the information -- and finally what you recommend others might do in the interests of getting it out to the public. It is essential that more than a few minutes thought be given to this last portion of the report.

Distribution

R. H. Finch
D. Rumsfeld
H. G. Klein
W. L. Safire
P. J. Buchanan
N. C. Koch
L. W. Huebner
R. A. Moore
J. C. Whitaker

CONFIDENTIAL

Determined to be an
Administrative Marking
Not National Security Information
By JUS NARA Date 3/30/2016

March 2, 1971

~~CONFIDENTIAL~~

MEMORANDUM FOR: MR. H. R. HALDEMAN

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Installation of Special Equipment in the
Western White House Residence
(Staff Secretary Action Memo Log P1332H)

I have discussed with senior Secret Service officials the matter of installing various kinds of heat sensing and/or fire extinguishing systems in the Western White House Residence.

All of us -- Herb Kalmbach, the Secret Service representatives and I -- agree that a particular type of sprinkler system will afford the best protection from fire and smoke. It will be installed soon and payment will come from Secret Service funds.

~~CONFIDENTIAL~~

Chen

March 2, 1971

MEMORANDUM FOR: MR. H. R. HALDEMAN
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Christmas Planning for Next Year
(Staff Secretary Action Memo Log P1205H)

I have carefully logged all notes received from the First Lady, you and the President pertaining to Christmas planning for next year.

The good and bad features of this past Christmas season's social events -- and the notes I have on file -- will be closely reviewed at a September 1971 Christmas season planning conference which I will chair.

A proposed calendar of events, and scenarios for each, will be submitted to the President and Mrs. Nixon (through you) at that time.

Chen

March 2, 1971

MEMORANDUM FOR: MRS. LUCY A. WINCHESTER
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Selection of Choirs and Hymns

I'm sure that I have mentioned this subject to you before -- and probably quite recently -- but I just stumbled onto an old memorandum which expressed some of the President's desires with regard to White House Worship Services. In a word, he wants to be sure that we really study the choir situation and make every effort to get the best groups here to the White House. He believes, too, that we could do more than we are doing now to influence the selection of hymns which are sung at these Services. As you know, his thinking is that the more familiar the hymn the more a part of things the guests will feel.

(If this is entirely repetitious, throw it in File 13; otherwise, take note! Thanks.)

Chen

March 2, 1971

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: LAURENCE B. QUIMBY
Chief, Executive Protective Service

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Requirement for Increased Vigilance
at EPS Posts

Although I am certain that you are well ahead of me on the subject of this memorandum -- and that you are already reviewing current internal security rules and procedures -- I believe it worthwhile to emphasize the importance of such action.

Please ensure that EPS personnel are alert to the really good possibility of a White House or EOB visitor attempting to bring into this area explosive materials and/or mechanisms ... and that they understand the requirement to remain particularly vigilant.

Thank you.

cc: Mr. Robert H. Taylor
Mr. Vincent Mroz
Mr. Alfred Wong

ADMINISTRATIVELY CONFIDENTIAL

March 2, 1971

MEMORANDUM FOR: DR. HENRY A. KISSINGER
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Briefing Papers for the President's Meetings

The briefing paper which your staff prepared for the President's meeting today with CENTO Secretary-General Turgut Menemencioglu was very good, indeed. It was completed in one page only and the background and talking points were broken out as separate sections making them easy to see and refer to by the President.

The briefing paper for the President's meeting with Rudy Peterson was good, too -- in that it was only one page in length. It was written, however, in narrative style without any of the subtitles which the President habitually looks for, i.e. Purpose, Background, Participants, Press Plan, and (when needed) Talking Points.

The purpose of this note is simply to say that there has been some improvement lately in the general format being followed by your staff members, but that they should now strive for standardization along the lines of the Menemencioglu paper.

Many thanks.

March 2, 1971

Dear Sandy:

The President knows that you were called upon only yesterday morning to prepare the elaborate "golf" certificate for presentation to Captain Alan Shepard, Apollo 14 Astronaut, at last night's dinner. He expressed his appreciation for your expert work, and for that of your staff, and asked me to pass on his personal compliments.

Sincerely,

Alexander P. Butterfield
Deputy Assistant to the President

Mr. Sanford L. Fox
The White House

Chin

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Not National Security Information
By J45 NARA Date 3/30/2016

March 2, 1971

CONFIDENTIAL

MEMORANDUM FOR: MR. H. R. HALDEMAN

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Cantinflas for an Evening at the White House
(Staff Secretary Action Memo Log P1488)

At noon today I talked to Bill Carruthers on the telephone and asked him to check into what Cantinflas is doing these days, his availability generally ~~and~~, the propriety of our asking him to perform at the White House and the possibility of his accepting the invitation. Bill said that he thought that he could get a pretty good line on Cantinflas within a week's time.

I am keeping the President's query on this matter in my "temporary hold" file and will get back to you with the answers as soon as they are forthcoming from Carruthers.

CONFIDENTIAL

Chair

March 2, 1971

MEMORANDUM FOR: MR. EDWARD L. MORGAN
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Your Briefing Paper for the President's
LEAA Activity on March 2nd

This is just a very short note to tell you that in terms of both format and content your briefing paper for the President's LEAA activity today was excellent. It was clear, concise and easy to read.

Chen

March 2, 1971

MEMORANDUM FOR: MR. H. R. HALDEMAN
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Request to Delay by One Hour Afternoon
Appointment with the President

Both George Shultz and John Ehrlichman would like to meet with the President at 4:00 p.m. today instead of at 3:00 p.m. It is my understanding that John Ehrlichman will be tied up with revenue sharing activities from 2:00 until about 3:30 and that this is the reason the request was forwarded.

Approve _____

Disapprove _____

Comment _____

cc: Dwight L. Chapin
Stephen B. Bull

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

March 2, 1971

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: MR. MARK I. GOODE

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Proposal to Install Special TV Equipment
for March 8 Viewing of Mohammed Ali-Frazier
Boxing Match

I gave the following information to Al Snyder yesterday -- while you were with the President in Des Moines. After double-checking through Dwight Chapin, the propriety of our accepting this generous offer, you should get together with Al Snyder and handle, or at least coordinate, the action.

- Mr. Taft Schreiber spoke to the President on Saturday afternoon in the company of Bob Finch. During the brief conversation, Schreiber offered to arrange for the installation of a special TV line which would provide closed circuit viewing ability for the President on Monday, March 8th, at the time of the Ali-Frazier fight. The President accepted the offer. Bob Finch has confirmed this.
- On Monday morning, probably as a result of a weekend phone call Schreiber made to New York City, a Mr. Jerry Perenchio called me to say that he was ready to "order the required line", and to ask me with whom he should work here at the White House. Perenchio went on to say that he and other "producers of the fight" were ready and willing to pay the expense of this special line out of their own pockets ... but that they would like to ask us not to have more than 100 persons view the fight along with the President. He (Perenchio) felt that this was an essential stipulation in that his group had already negotiated a contract with a TV exhibitor in this area.
- Perenchio went on to say that he and the other producers would like to be able to announce to the press that the President is viewing the fight on this special line. They would like also for the President to call the fighters. These two conditions were not really put to me in the manner of stipulations. I understood them to be merely preferences.

but it is something that we should be certain of before we go back to them with a final word of acceptance.

- Parenchio's New York office number is 212-765-6900.
- He said that he, or a partner named Lou Falcigno, can be reached also at the fight center. The telephone number is 212-371-6900.

I believe that the time factor is important here because if the line is going to be installed, it must be ordered no later than today or tomorrow.

Thank you.

cc: Dwight L. Chapin
Alvin A. Snyder

ADMINISTRATIVELY CONFIDENTIAL

Chen

March 1, 1971

MEMORANDUM FOR: MR. CHARLES W. COLSON
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Your February 26th Memorandum to the President
Concerning Fred Borch and Harry Van Arsedale

The President was pleased to receive your February 26th memorandum telling of Fred Borch's assistance and Harry Van Arsedale's support.

March 1, 1971

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: MR. RICHARD W. LEWIS
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Alfredo Cacanindin

Many thanks for your steadfast efforts to find employment for Mr. Alfredo Cacanindin...and for your thoughtful periodic status reports.

I will report your success to Mrs. Nixon, and I know that she will be pleased.

ADMINISTRATIVELY CONFIDENTIAL

March 1, 1971
7:15 p.m.

MR. PRESIDENT:

As was mentioned in the scenario for tonight's dinner, the Apollo 14 Astronauts want to present a plaque to you ... and Shepherd now plans to do this as he makes his remarks after the NASA awards are presented. In that this action will force you to respond to them as the evening's program comes to a conclusion, it might be much more appropriate for Shepherd to give you the plaque in the Yellow Oval Room prior to your coming downstairs. In fact, I would strongly recommend this course of action.

THE WHITE HOUSE
WASHINGTON

March 1, 1971

TO:

FROM: ALEXANDER P. BUTTERFIELD

I am attaching for your interest and
general information a personal copy of
the guest list for tonight's dinner at the
White House.

Enclosure: Guest List for Apollo 14 Dinner

Distribution:

The Vice President
Secretary Rogers
Secretary Connally
Deputy Secretary Packard
Dr. Edward E. David, Jr.

Chen

March 1, 1971

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: BRIGADIER GENERAL JAMES D. HUGHES
Military Assistant to the President

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Your February 26th Memorandum to the President
Concerning the Formation of an Ad Hoc Interagency
Group to Coordinate Administration Efforts on
Behalf of Prisoners of War and Persons Missing
in Action

The President was pleased to receive and read your February 26th memorandum concerning the formation of an ad hoc interagency group to coordinate Administration efforts on behalf of Prisoners of War and persons listed as Missing in Action. In fact, he made the comment that you had done a particularly good job.

The President does feel, however, that this entire program still does not have the PR punch it deserves. He wants you to find a really top-notch public relations specialist and give him the full-time job of telling the American public what we are doing in this area.

Please report back to the President, through the Staff Secretary, when you feel that this request has been satisfactorily fulfilled.

Thank you.

ADMINISTRATIVELY CONFIDENTIAL

March 1, 1971

MEMORANDUM FOR: MR. JON M. HUNTSMAN
Staff Secretary

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Format for Presidential Trip Briefing Folders

I'm not sure who decides what format Presidential Trip briefing folders will take ... or who actually puts these briefing folders together. I know that in the past I have not seen them until only moments before the President's departure -- and in most cases neither the Staff Secretary nor I has been in on the development of the trip plan.

This situation must be remedied -- and can be remedied -- now. Our objective -- yours and mine -- is simple: Ensure that the trip material is clearly and concisely written and that it is put together in logical (usually chronological) sequence with sections carefully marked and/or labeled so that the President knows precisely what he has and where it is in the total package.

For the one-day trip coming this Friday (March 5) you should insist upon the development of a format along these lines:

- A master schedule ... these have been fairly well prepared in the past. They are detailed, yet easy to read. I think that Steve does them in close coordination with Dwight.
- A sheet titled Chronological List of Occasions on Which You Will or May be Called Upon to Speak (or words to that effect). This list should bear subtitles telling in chronological order when and where the President will or may be called upon to speak. Under each subtitle there should be some brief, but accurate information, concerning the setting, i. e. at the foot of the ramp, in the airport holding room, or wherever -- information concerning the audience, i. e. state

officials (with the principal officials listed), members of the national and/or local press, a group of young people from nearby cities and towns, or whatever group or groups might be represented -- and a statement as to the kind of remarks which should be delivered, i. e. brief comments for only 1-2 minutes, major address, etc. The suggested remarks and/or talking points for that particular occasion should be attached to this chronological listing at Tab A ... or Tab 1. Then, the next subtitle should appear -- giving the President the same information for the second occasion on which he will or may have to speak. The suggested remarks for this event should be at Tab B ... or Tab 2; and so on, until all occasions have been listed in the order in which they are expected to occur.

- It may well be that additional information will be necessary -- perhaps material pertinent to the latest political situation in the city or state being visited and/or information on one or more key people who will be meeting the President during the trip, etc. These kinds of things can be attached at a miscellaneous tab, or anyplace which appears to you will be logical and most handy for the President.

You should touch base now with Dwight Chapin, Ron Walker, Steve Bull, and others who will have information pertinent to Friday's trip. Make clear the ground rules now so that as the 8, 9 or 10 pieces of material come in from the staff offices, they will not look like so many entries in a writing originality contest, but instead will appear as integral parts of a single document.

Thanks.

Chen

March 1, 1971

MEMORANDUM FOR: MR. NOBLE M. MELENCAMP
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Preparation of Presidential Letter

This morning the President signed the two letters of transmittal to the Congress (one to the Senate and one to the House) of the First Annual Report on Government Services to Rural America ... as required by the Agricultural Act of 1970.

Evidently, U.S. Representative Page Belcher (Oklahoma 1st District) had much to do with pushing through these government services, for the President asked that the signing pen be sent to Belcher along with a short note. You may want to check the particulars with Bill Timmons or someone in his office. The signing pen is attached hereto.

Thank you.

Attachment.

Chen

March 1, 1971

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: MR. MORT ALLIN
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Weekly Report on Effectiveness of
Dissemination of "Color Report" Material
by "Designated Outlets"

The purpose of this memorandum is merely to confirm the agreement we reached on the telephone earlier today -- that you will review daily copies of the "color reports" received by Mr. Buchanan and keep a record of those which are reported in the news and/or via television ... (noting, if you can, the reporting publications and TV networks and news programs). Weekly results are to be sent to me every Monday afternoon on a paper titled, Weekly Report of Color Reporting Effectiveness.

Many thanks.

cc: Patrick J. Buchanan

ADMINISTRATIVELY CONFIDENTIAL

Chen

March 1, 1971

Mrs. Nixon:

This is just a quick note to report that Mr. Alfredo Cacanindin, the alien brother-in-law of Catalino Minor, has at last been placed in a GS-7 position in the housing development section of the District of Columbia's Department of Economic Development.

Chen

March 1, 1971

MEMORANDUM FOR: MR. CHARLES W. COLSON
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Recommended Telephone Calls

The President reviewed the materials you forwarded to him prior to the weekend concerning recommended Presidential telephone calls and asked me to tell you that he thinks a brief personal (Presidential) note of appreciation to Peter Fosco and Jack Lyons would be a bit more appropriate than a telephone call.

Please prepare the Presidential letters and forward them for signature through the office of the Staff Secretary.

P.S. The President did not call staff member, John Andrews, because he feels now that he will have the time to see such people in the Oval Office for a quick handshake and thanks at the end of our regularly scheduled Open Hour events.