

January 28, 1972

MEMORANDUM FOR: MR. DAVID N. PARKER

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: An Appointment with the President
for Frank van der Linden

Herb Klein has come to me several times in the past 8-10 weeks to ask if the President would like to see Frank van der Linden once again in order to dictate to him some answers to the questions which Frank posed in his letter of November 2nd (attached). All of this, of course, is in connection with Frank's efforts to finish a book he is working on -- a book which is to be especially favorable in all respects.

There are some alternatives to Frank's seeing the President again, but before we move on to consider them we must know for certain that a Presidential appointment (which is the best way for Frank to get the material) is out of the question.

Many thanks.

cc: Mr. Dwight L. Chapin

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

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION

Chen

fy [unclear] Autosubmitted
1-28

January 27, 1972

MEMORANDUM FOR: MRS. LUCY A. WINCHESTER
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Additional Invitees to the President's
February 1st Dinner Honoring
Republican Governors

Please add Messrs. John Ehrlichman and Caspar Weinberger to the Governors' Dinner guest list.

This means that to date we will have invited (including the Vice President):

- 1) All Republican Governors
- 2) All Cabinet Members
- 3) Chairman Bob Dole
- 4) Mr. Ehrlichman
- 5) Mr. Weinberger
- 6) Mr. Dent

If this does not check with your records, please let me know.

Thank you.

cc: Miss Rose Mary Woods

Chris

January 28, 1972

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: MR. BRUCE A. KEHRLI
Staff Secretary

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Katherine P. Ripley

As soon as Miss Katherine P. Ripley has been on the payroll for a full six months, please take steps to promote her from GS 4/1 to GS 5/1. She is a college graduate who has done exceptionally well since her initial assignment to Trudy Brown's office. Additionally, she has been working voluntarily in the early evenings with Jerry Jaffe's staff.

ADMINISTRATIVELY CONFIDENTIAL

January 27, 1972

MEMORANDUM FOR: MRS. LUCY A. WINCHESTER
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Late Changes to the Governors'
Dinner Format

Lucy:

I hate to do this, but I must. The Governors' Dinner is to begin at 7:00 rather than at 8:00 p.m. ... so, of course, all invitees will have to be notified right away. The President will receive his guests prior to dinner (as I am sure you guessed), and he wants to make sure that events move along at a fairly quick pace so that the evening ends in time for the Governors to get away (for home) early.

Thank you.

Car

January 27, 1972

MEMORANDUM FOR: MR. MICHAEL B. SMITH
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Preparation of Presidential Letter

The President will not be making a telephone call to Johann Fruh, Jr. Therefore, you should prepare a short, but appropriate, Presidential note to the new Eagle Scout based on the information on the attached sheet.

Please coordinate with Noel Koch.

Thank you.

Attachment

cc: Mr. Noel Koch

**RICHARD NIXON PRESIDENTIAL LIBRARY
DOCUMENT CONTROL SHEET**

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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.

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

January 27, 1972

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: MR. GORDON C. STRACHAN
MR. HERBERT L. PORTER

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Liaison with Taft Schreiber

As you probably know already, I have been asked to assume responsibility for working with Taft Schreiber on the use of celebrities during this campaign year. And because each of you works with Taft from time to time, I thought it best to explain to you at the outset what Taft and I believe will be the best working arrangement. Quite simply, it is this:

Each of you continue your current modus operandi, but make a point of keeping me informed of all actions and/or events which you consider to be interesting or in any way pertinent to my particular responsibility, as outlined above. Problems should be brought to my attention, too -- and without delay. But do not feel that in the course of routine business you must go through me or even check with me.

Many thanks.

ADMINISTRATIVELY CONFIDENTIAL

edw

January 27, 1972

MEMORANDUM FOR: MRS. LUCY A. WINCHESTER
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Citations

Lucy:

Here are the citations for the Medals of Freedom to be presented tomorrow evening to Mr. and Mrs. DeWitt Wallace. They have been approved by the President.

Attachments

cc: Mr. Sanford Fox

Chen

January 27, 1972

MEMORANDUM FOR: MR. RONALD L. ZIEGLER
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Presidential Representative at
Carl Hayden's Funeral Service

Deputy Attorney General Richard Kleindienst will serve as the personal representative of the President at the funeral service in Phoenix (on Saturday) for former Senator Carl Hayden.

cc: Brigadier General Brent Scowcroft
Mr. Gerald L. Warren
Miss Rose Mary Woods
Mr. Noble M. Melencamp

Chen

THE WHITE HOUSE

WASHINGTON

January 27, 1972

- MEMORANDUM FOR: THE PRESIDENT
- FROM: ALEXANDER P. BUTTERFIELD *A*
- SUBJECT: Meeting with Secretary Maurice H. Stans
and Messrs. Peter G. Peterson and
Peter M. Flanigan
11:00 a.m. Thursday, January 27, 1972
The Oval Office (meetings ... 10 minutes total)
Press Briefing Rm. (announcements ... 5 minutes)
- I. PURPOSE: To honor Secretary Stans by publicly acknowledging, and thanking him for, his three years of outstanding service as your Secretary of Commerce; further, in the course of confirming his resignation, to announce your intention to nominate Peter Peterson as his successor, and to appoint Peter Flanigan to succeed Mr. Peterson.
- II. BACKGROUND: None necessary; however, the following information may be of interest:
- 1) Secretary Stans' letter of resignation and your written reply are at Tab A.
 - 2) Peterson now wears two hats. He is Assistant to the President for International Economic Affairs and Executive Director, Council on International Economic Policy. He has held these positions about one year - since Feb. 15, 1971.
 - 3) Flanigan will assume both of the positions held by Peterson.
- III. PARTICIPANTS: Secretary Stans - alone with you for the first 5 minutes, then joined by Peterson and Flanigan.
- IV. PRESS PLAN: White House photographer will take 2-3 quick photos in the Oval Office after Peterson and Flanigan have joined you and Sec. Stans. Minutes later, in the Press Briefing Rm, there will be full press coverage of your announcements of the resignation, nomination and appointment. Stans, Peterson and Flanigan will each speak ... but very briefly. (Copies of the Stans' letter and reply will be distributed.)
- NOTE: Letters are at Tab A; suggested remarks are at Tab B.

MEMORANDUM

Determined to be an
Administrative Marking
Not National Security Information
By 345 NARA Date 4/4/2016

THE WHITE HOUSE

WASHINGTON

January 27, 1972

CONFIDENTIAL

MEMORANDUM FOR RECORD

SUBJECT: Meeting Today of the Candidate Protection
Advisory Committee

Martin Pollner called from the Treasury Department at about 11:30 a.m. to report the results of the Candidate Protection Advisory Committee meeting held earlier in Speaker Carl Albert's office. He said that the Committee had recommended to Secretary Connally that:

- 1) Protection be provided to "announced candidates" who receive a popularity rating of at least 5% in either the Harris or Gallop polls.
- 2) Protection be provided to persons who are unannounced candidates who receive a popularity rating of 20% or more in the same polls ... subject to the legal determination of the Secretary of the Treasury as to "eligibility under the law".
- 3) Candidate protection begin on March 20.

Secretary Connally and he pointed out to Senator Mansfield -- who, as reported earlier, has been pushing hard for protection immediately for Senator Kennedy -- not only was EMK an undeclared candidate, and unannounced, he was a declared non-candidate. Pollner is among those who will be giving Secretary Connally a legal opinion, and it appears now that, in his view and in the view of others with whom he is working, Kennedy will not qualify as a "major candidate" pursuant to the statutes. Of course, when he stops declaring himself a non-candidate -- assuming his popularity ratings are still high -- he will more than likely be given the protection which Senator Mansfield believes so strongly is required.

These meeting results point to protection being provided the second echelon Democrats -- Lindsay, Jackson, McGovern and McCarthy, if all of them are still around on March 20th, after the first two Primaries.

Nothing much was said about the lesser known or less popular candidates -- Chisholm, Yorty, Ashbrook and McClosky. As of the moment, none has a national popularity rating much above 2%.

Alexander P. Butterfield

CONFIDENTIAL

cc: Mr. John D. Ehrlichman
Mr. John W. Dean, III

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

January 26, 1972

MEMORANDUM FOR: MR. DAVID N. PARKER

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Reminder of Earlier Proposal for
Presidential Activity Outside
of Washington, D. C.

Having just read the Chapin/Butterfield copy of Bob Haldeman's January 24th memorandum to you and Dwight concerning the desirability of including some "high school and college-type" activities on the President's schedule during March, April and early May ... I couldn't help but recall Jon Huntsman's earlier proposal that the President visit Brigham Young University anytime this year to participate in, and highlight, a ceremony opening the school's new athletic stadium. Huntsman and other Mormons are no doubt prejudiced -- but it is a fact that that particular university can claim one of the healthiest and most patriotic student body attitudes in the nation. I really believe that it would be a great place for the President to go, and a "plus" event insofar as the news reporting aspect is concerned.

It is my understanding from Bill Marriott, Sr. (who, incidentally, is pushing hard for the President's acceptance of BYU's invitation) that the Brigham Young authorities are completely flexible with regard to dates.

Just a thought.

cc: Mr. Dwight L. Chapin

cher
January 26, 1972

MEMORANDUM FOR: MR. BRUCE A. KEHRLI
Staff Secretary

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Precedence List - White House Staff

Please ensure that the White House Staff Precedence List is reviewed periodically -- at least quarterly -- along with the other items we discussed late last week ... and that the offices of Mr. Noble Melencamp, Mrs. Lucy Winchester and Brigadier General Scowcroft are kept informed.

Thank you.

Chen

January 26, 1972

PERSONAL

Dear Mr. Bronez:

This short note is simply to inform you that the State Department and National Security Council staff have given interim approval to Secretary Volpe's tentative plan to extend his Mexico trip to the Darien Gap area ... and on to Brazil and Argentina. I thought you would like to have this information prior to proceeding with the development of the Secretary's itinerary.

Sincerely,

Alexander P. Butterfield
Deputy Assistant to the President

Mr. Ray W. Bronez
Director, Office of
International Programs
Department of Transportation
Washington, D. C.

Chap

January 26, 1972

MEMORANDUM FOR: MR. RAYMOND K. PRICE, JR.
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Acknowledgement of the 21st Anniversary
of the Creation of "Charlie Brown"

Ray:

I seem to recall that the year 1971 marked the 21st anniversary of the creation of "Charlie Brown" (... and Snoopy, Lucy, Linus, Schroeder, Pigpen, et al). Did we ever prepare anything in acknowledgement, such as a letter to author Charles M. Schulz -- and if not, is it in your opinion too late?

The attached article pertains and may provide some ideas.

Attachment

MEMORANDUM

Determined to be an
Administrative Marking
Not National Security Information
By JLS NARA Date 4/4/2015

THE WHITE HOUSE

WASHINGTON

January 26, 1972

CONFIDENTIAL

MEMORANDUM FOR RECORD

SUBJECT: Candidate Protection

Martin Pollner called today to report the latest developments on the subject of candidate protection. He said that Secretary Connally will meet in Speaker Albert's office tomorrow morning at 8:30 with the full committee (Albert, Ford, Scott, Mansfield and former Senator Kuchel).

The committee has not yet made final decisions with regard to criteria for a candidate "to be eligible" for Secret Service protection. Thus, at the moment, it seems that determinations might be made on a case-by-case basis. (For example, the committee has not yet established the stipulation that a person seeking the protection must first "officially declare" his candidacy.)

Here is the way Pollner sees things lining up for tomorrow's meeting:

1. Muskie and Humphrey clearly emerge as "true candidates". All present will agree that each merits SS protection. Wallace is a "probable". There does not seem to be much evidence of the committee's turning down protection for him.
2. Secretary Connally tends toward limiting the number of "candidates" who are given this protection by the committee ... while the committee (as a body) tends toward enlarging or expanding candidate protection.
3. Likely topics for discussion at the meeting are:
 - a) The second echelon Democrats ... i.e. Lindsay, Jackson, McGovern and McCarthy. In all probability the staffs of the principal

committee members -- and thus the members themselves, with the possible exception of Jerry Ford -- will favor giving protection to these persons.

- b) Teddy Kennedy ... who, as far as Treasury is concerned, and in fact as far as he, himself, is concerned, is a non-candidate. Nevertheless, Mansfield and his staff men are lobbying intensely to give Teddy the protection, and as soon as possible. They point to the assassinations of his brothers and what much of the public thinks about Teddy's candidacy as justification for their stand.
- c) The lesser known or less popular candidates ... i.e. Chisholm, Yorty, Ashbrook and McClosky.

Pollner will call me as soon as the meeting is over and let me know what transpired. Meanwhile, we can do little other than hope that John Connally's leadership ability, personableness and forcefulness will keep the committee in line.



Alexander P. Butterfield

cc: Mr. John D. Ehrlichman
Mr. John W. Dean, III

CONFIDENTIAL

Chen

January 26, 1972

MEMORANDUM FOR: MR. BRUCE A. KEHRLI
Staff Secretary

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: GSA Request for Authorization to
Purchase Special Desk for West
Reception Room

Bruce:

I am attaching GSA's request for authorization to purchase a special desk for the West Reception Room -- one which will accommodate the telautograph equipment. You should disapprove the request -- at least temporarily -- despite the fact that we are going ahead with installation of the fully-expanded telautograph system. I am not convinced by this material of the requirement for something so special. I will be glad, however, to meet with Captain Dougherty most anytime. He has been the EPS' prime contact on this project and it may well be that he can explain the need for a custom-made desk or table better than the GSA memorandum and Kissinger letter.

Attachment

Chen

January 26, 1972

MEMORANDUM FOR: MR. BRUCE A. KEHRLI
Staff Secretary

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: "It Was Noted"

That was a great job you did yesterday in transcribing to staff members the multitude of Presidential comments written in the News Summary. You earned at least a Captain's pay!

Chr

January 26, 1972

MEMORANDUM FOR: MR. RAYMOND K. PRICE, JR.
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Preparation of Letter to Victor M. Carter.

Here is the Victor M. Carter folder from Central Files. The letter on top -- the one addressed to the President and dated December 1st -- was never answered ... and, of course, it should have been prior to the SATO visit. I would appreciate someone on your staff (probably Mike Smith) getting off a short note to Mr. Carter explaining the "working" nature of the SATO visit to San Clemente and the fact that, unfortunately, entertainment during that busy time could not be a consideration.

Thank you.

Attachment

cc: Mr. Michael B. Smith

chun

January 25, 1972

TO: Honorable Elliot L. Richardson
Secretary of Health, Education,
and Welfare

FROM: Alexander P. Butterfield

Elliot:

The President asked me to let you know that he will be appearing on television tonight -- on all major networks -- at 8:30 to make a statement concerning Vietnam.

If you wish to call in afterward, I will be on hand to relay your comments to the President

Alex

January 25, 1972

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: MR. PETER M. FLANIGAN
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Financing Support for Commercial
Sales of Agricultural Products

Please ensure that the message written by the President on the attached memorandum is relayed to Henry Kearns and to Secretary Earl Butz ... and that a report of your actions (along with any comments which may be appropriate) is forwarded to the President, through the Staff Secretary, prior to the close of business on January 27.

Thank you.

Attachment

ADMINISTRATIVELY CONFIDENTIAL

Chen

January 25, 1972

MEMORANDUM FOR: MR. MICHAEL B. SMITH
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Preparation of Presidential Letters

Telephone calls will not be made to Ambassador Holland and Walter Trohan; however, short Presidential notes should go to each ... based on the information which appears on the appropriate attachment to this memorandum.

Please coordinate the text of the Trohan letter with Pat Buchanan ... and the text of the Jerome Holland letter with Bob Brown.

Thank you.

Attachments

cc: Mr. Raymond K. Price, Jr.
Mr. Patrick J. Buchanan
Mr. Robert Brown

January 25, 1972

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: DR. HENRY A. KISSINGER
Attention: Mrs. Jeanne W. Davis
NSC Staff Secretary

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Proposed Foreign Travel by
Honorable David M. Kennedy,
Ambassador at Large

This is to inform you that Ambassador David Kennedy is planning to attend a meeting of the National Industrial Conference Board to be held in Mexico (in Mexico City, I believe) during the period February 2-5. He is to be accompanied by four other persons.

ADMINISTRATIVELY CONFIDENTIAL

Chen

January 25, 1972

MEMORANDUM FOR: MR. WILLIAM E. TIMMONS

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Approved Agenda for the Wednesday
Morning GOP Congressional
Leadership Meeting

The President has approved the following agenda for the Wednesday morning GOP Congressional Leadership Meeting:

- | | |
|------------------------------------|---|
| I. 8:00 - 8:20 a.m.
(20 mins) | Introduction
(The President) |
| II. 8:20 - 8:30 a.m.
(10 mins) | The Economic Situation As the
Year Begins
(Dr. Herbert Stein) |
| III. 8:30 - 8:50 a.m.
(20 mins) | Budget Presentation
(Messrs. George Shultz and
Caspar Weinberger) |
| IV. 8:50 - 9:00 a.m.
(10 mins) | Senate Report
(Senator Hugh Scott) |
| V. 9:00 - 9:10 a.m.
(10 mins) | House Report
(Representative Jerry Ford) |
| VI. 9:10 - 9:20 a.m.
(10 mins) | Positioning of Leaders for
Press Conference
The President's Office
(Scott, Ford, MacGregor and
Timmons) |

Please ensure that those persons who are to give presentations are made aware of this schedule ... and the importance of their adhering to allotted time periods.

Thank you.

cc: Mr. Clark MacGregor
Mr. David N. Parker

Chris

January 25, 1972

MEMORANDUM FOR: MISS ROSE MARY WOODS

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Final Decisions Concerning the
DeWitt Wallace Dinner

Rose:

Debby has forwarded to me some questions which must be answered prior to final preparation of the scenario for the President ... which is her responsibility. As you know, I talk over such items with the President 2-3 days before each social event -- then relay the decisions to the Social Office.

In the particular case of the DeWitt Wallace Dinner, I thought it might be more appropriate for you to handle this chore. It may well be, in fact, that you'll know the answers to most of her questions without going to the President. (I recall a considerable number of guidelines being included in the early memoranda to you and others from Dave Parker.)

Please understand that if for any reason you don't wish to get further involved, I will be glad to attend to the matter in accordance with my normal procedure.

Thanks.

Attachment

P.S. Don't pay any attention to the little A's on the attached sheet. They merely represent my personal opinions or recommendations. I jotted them down before I thought of passing the memo on to you.

Chen

PERSONAL/CONFIDENTIAL

January 25, 1972

Larry:

The attached list reflects my own personal opinion of what the order should be. It does these things:

- 1) Acknowledges the fact that Virginia Knauer, like David and Jaffe, has a U.S. government protocol rank senior to any of our top Assistants by giving her a "third level" ranking on the White House Precedence List. In other words, if we are going to do it for David and Jaffe, why not do it for Knauer?
- 2) It moves Scali and Magruder (and Colson) back down to the Deputy level, where I believe they belong.
- 3) It puts Cashen where he belongs in terms of his salary, job performance, etc. Why continue to carry him as a Deputy Assistant while refusing to list him alphabetically with the others at the Deputy level. We should bite the bullet and change his title to Special Assistant -- then put him with the others in that category.
- 4) It puts Ball and Warren in with the Special Assistants only because I see no reason for lumping them together in a category of their own one notch above the Buchanans and Kingsleys and Safires of the staff.
- 5) It eliminates Bob Brown from the list, but I'll be the first one to admit that that may not be what we want to do. I am basing the omission of his name purely on the fact that he is not truly a member of the White House office staff.
- 6) It puts Connie Stuart where I believe she belongs ... in consideration of her job relative to the jobs of others.
- 7) It places Rose Woods' name more realistically.

Alex

Finch
Rumsfeld

Ehrlichman
Flanigan
Haldeman
Kissinger
MacGregor
Peterson
Timmons

David
Garment
Hershey
Jaffe
Klein
Knauer
Price
Ziegler

Scowcroft

Allen
Butterfield
Chapin
Colson
Cook
Dean
Dent
Haig
Korologos
Magruder, W.
Malek
Moore
Scall
Whitaker

Ball
Barker
Bell
Buchanan
Farrell
Friedersdorf
Gifford
Goode
Johnson, W.
Kingsley
Rose
Safire
Schulz
Stuart
Warren

Winchester
Woods

Tkach

Scouten

Chris

RECOMMENDED TELEPHONE CALL

TO:

Mr. Stan Scott
(Assistant to Herb Klein)

and/or

Mr. C. A. Scott
Editor, Atlanta Daily World
(404) 659-1110

RECOMMENDED BY:

Herbert G. Klein and Robert Brown (Colson concurs)

BACKGROUND:

- 1) Stan Scott has been a member of the White House staff for the past seven months. His work is primarily with the black media and with minority problems.
- 2) Stan's uncle is C. A. Scott. Lewis A. Scott (the deceased) and C. A. Scott were very close to one another and C. A. Scott would be considered now the head of the family.
- 3) C. A. Scott has supported the President since the first time he ran and is a very devoted supporter.
- 4) A call from the President to C. A. Scott would show the President's humanitarian concern for the father of a key staff member and brother of a leading publisher.
- 5) It is the type of gesture which would become well known throughout the black press, since the Daily World is one of the leading newspapers in this category.

TALKING POINTS:

- 1) I just wanted to express my personal sympathy to you and your family.
- 2) I understand that Lewis Scott played a major role in founding a number of black newspapers in the country, including the one in Birmingham.

- 3) (To C.A. Scott) I feel fortunate to have your nephew, Stan, on my staff ... working with Herb Klein. He is doing an excellent job professionally, working with white as well as black press.
- 4) (To Stan Scott) I feel fortunate to have you on my staff. Herb has told me of the excellent job you are doing professionally -- working with white as well as black press.

January 25, 1972

January 24, 1972

MEMORANDUM FOR: MISS ROSE MARY WOODS

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Consideration of Additional Invitees
to the DeWitt Wallace Dinner

Taft Schreiber called several times today to urge our including the Tony Martins on the DeWitt Wallace Dinner guest list.

Determined to be an
Administrative Marking
Not National Security Information
By JLS NARA Date 9/4/2016

January 24, 1972

CONFIDENTIAL

MEMORANDUM FOR: DR. HENRY A. KISSINGER
Attention: Brig. General A. M. Haig
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: The China Trip - Additional Support
Personnel

Assuming that Paul Benson of AT&T already has expressed to you and Al Redman his deep concern about the fact that no Bell System maintenance technicians are programmed to be on hand during the President's PRC visit to ensure the proper operation of voice circuits, I write this note only to relay the equal concern of his superiors in the AT&T main office.

(Just for the record, you should know that I have no personal interest whatever in this matter ... or in how it is resolved if, in fact, it is an issue.)

cc: Mr. Dwight L. Chapin
Brig. General Albert Redman, Jr.

CONFIDENTIAL

Chen

January 24, 1972

MEMORANDUM FOR: MR. BRUCE A. KEHRLI
Staff Secretary

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Office Routing of Projects to be
Completed by Mr. Sanford Fox

Because of the considerable number of projects being heaped on Sandy Fox by various and sundry staff members (and some persons who are not on the staff), I would like to ask you to route all items to be prepared and material to be worked on by Sandy Fox and his staff through Lucy Winchester. As you know, Lucy is Sandy's immediate supervisor and it is only proper that she be made aware of the number and kinds of work orders being sent to Sandy for completion.

Many thanks.

bcc: Mrs. Lucy A. Winchester

Chapman

January 24, 1972

Bob:

Please review this order before I shoot the memo on to Bruce.

It is my understanding that Dr. David is as high as he is on this list because with his other hat -- his Director of OST hat on the master USG Precedence List -- he is senior to our top Presidential Assistants. If this is correct, shouldn't Virginia Knauer be elevated on the White House Precedence List to the same category in which we list Colson, David, Garment, et al ... in that with her other hat she is Director of the Office of Consumer Affairs? (I don't like the idea any more than you do, but there is something to be said for consistency.)

Thanks.

Chen

January 24, 1972

MEMORANDUM FOR: MR. WILLIAM E. TIMMONS
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Complimentary Comment by the President

The President was especially pleased with the report you and your staff put together summarizing Congressional activity and statistics during the First Session of the 92nd Congress. He asked me to relay his personal compliments on a "really good job".

cc: Mr. Clark MacGregor

January 24, 1972

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: MR. JOHN W. DEAN, III

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Presidential Comment Concerning
the Petition for a Presidential Pardon
for Dr. Milton Margoless

The President gave his approval to the plan which you outlined in the last paragraph of your 2-page January 14th memorandum concerning Dr. Milton Margoless. He advised very strongly, however, that you "keep on top of the matter" ... and that you ensure that Margoless gets "absolutely fair" treatment.

ADMINISTRATIVELY CONFIDENTIAL

Chen

January 24, 1972

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: DR. HENRY A. KISSINGER

Attention: Mrs. Jeanne W. Davis
NSC Staff Secretary

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Early Proposal for Foreign Travel
by the Secretary of Transportation

It appears now that Secretary John Volpe will be going to Mexico on official business on or about March 11th of this year. Although he has made no definite plans whatever to extend his trip, he is thinking about the advisability of his moving on southward to the Darien Gap area on the Panama-Colombia border, then to Brazil and finally to Argentina. His staff has emphasized to me the fact that such an extension of the Secretary's Mexico trip "is only an idea".

There is no need to get back to me on this matter unless you foresee some real problems to visits to these particular locations. Meanwhile, the Volpe staff will be developing a more positive plan and forwarding it in writing to my office.

ADMINISTRATIVELY CONFIDENTIAL

Chen

January 24, 1972

MEMORANDUM FOR: MRS. LUCY A. WINCHESTER
FROM: ALEXANDER P. BUTTERFIELD
SUBJECT: Additional Invitees to the Governors' Dinner

Please see to it that Robert Dole and Harry Dent are invited to the White House Dinner being held in honor of the Republican Governors on February 1st.

Thank you.

Chen

Determined to be an
Administrative Marking
Not National Security Information
By J45 NARA Date 4/4/2016

January 21, 1972

CONFIDENTIAL

MEMORANDUM FOR: MISS GERTRUDE T. BROWN
Security Assistant

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Special Security Clearances

Please ensure that Jon Huntsman is debriefed prior to his February 5th departure ... and that Mr. Bruce Kehrli is granted all of the security clearances required for the White House Staff Secretary.

Thank you.

CONFIDENTIAL

chap

January 21, 1972

MEMORANDUM FOR: MR. BRUCE A. KEHRLI
Staff Secretary

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Daily News Summary Distribution

Please review very carefully the daily News Summary distribution list and forward to me your recommendations of the names which should be dropped ... if any. It is my personal opinion -- although admittedly I haven't read the full list -- that that rather lengthy publication is going to many more people than truly require it.

Many thanks.

cc: Mr. Patrick J. Buchanan
Mr. Mort Allin

Determined to be an
Administrative Marking
Not National Security Information
By JUS NARA Date 4/4/2006

January 20, 1972

CONFIDENTIAL

MEMORANDUM FOR: BRIG. GENERAL ALBERT REDMAN, JR.
White House Communications Agency

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Telephone Work Order Procedure

I would appreciate your ensuring that henceforth no repair work is done, or wiring changes applied, to the office telephones of Messrs. Haldeman, Kissinger, Butterfield, Chapin, Haig or Bull until Mr. Al Wong (USSS/TSD) or a member of his staff has been notified of details.

Thank you.

cc: Brig. General J. D. Hughes
Brig. General B. Scowcroft
Mr. Alfred Wong

CONFIDENTIAL

Copies to

*K
Haig
Chapin*

Bull

w/attached

THE WHITE HOUSE

WASHINGTON

26 January 1972

Mr. H. B. Fitchett
Director
Government Communications Services/
White House and Capitol
1819 Avenue H, NW
Room 530
Washington, D. C. 20006

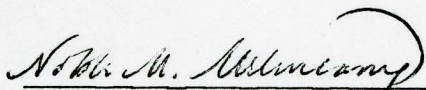
Dear Mr. Fitchett:

The United States Secret Service (USSS) is assigned the responsibility of providing the physical and technical security of the White House area. To assist them in discharging this responsibility, it is requested that the C&P Telephone Company promptly inform the USSS, Technical Security Division (TSD), of all actions, proposed or taken, by C&P which would affect the office telephones of Messrs. Haldeman, Kissinger, Butterfield, Chapin, Haig, or Bull. This notification is required regardless of whether the telephone service request is originated by the White House Communications Agency, the White House Admin Switchboard, Mr. Melencamp's office, or an individual staff member.

Although it is preferred that the above notification and co-ordination be accomplished during the planning stage when time is of the essence, authorized installations, changes, repairs, or other actions will not be delayed. In such cases, however, every effort should be made to advise TSD at least simultaneously with the initiation of the work or as soon as possible thereafter.

The purpose of this procedure is to provide TSD adequate time to review proposed plans, inspect, and monitor new or changed installations and perform other related functions to assure that insecure or unsafe conditions do not result.

Your active co-operation in this matter will be appreciated.


Noble M. Melencamp


BG Albert Redman, Jr.

cc: Mr. Butterfield
General Hughes
General Scowcroft
Mr. Wong

chron

THE WHITE HOUSE

WASHINGTON

CABINET DINNER

The White House

January 20, 1972

7:30 p.m.

Dress: Black Tie ... long dresses for the ladies

Arrival:

- 7:30 p.m. ... your guests will arrive and will be escorted to the East Room for cocktails

Entrance:

- 7:40 p.m. ... you and Mrs. Nixon will proceed to the State Floor by elevator ... pause in the Grand Hall for Ruffles and Flourishes and announcement ... enter East Room as "Hail to the Chief" is played

NOTE: Colors will be pre-positioned in the East Room.

- You and Mrs. Nixon will receive your guests from a position just inside the entrance to the East Room

Dinner:

- At the conclusion of the receiving line, you and Mrs. Nixon follow your guests into the State Dining Room
- Round tables
- Strolling Strings will play during dessert
- As the dinner draws to a close, you will rise and make brief remarks related to the two most recently departed Cabinet members, Secretaries Hardin and Stans

NOTE: Suggested remarks are attached.

- Mrs. Rogers and Messrs. Pat Moynihan and Bryce Harlow are prepared to speak for about 3 minutes each, and Secretaries Hardin and Stans are prepared to respond.

After Dinner:

- At conclusion of after dinner activities in State Dining Room, you and Mrs. Nixon are escorted to elevator. You return to Family Quarters. At that moment, the helicopter is called in in preparation for your departure from the South Lawn approximately 10 minutes later.
- Guests are served coffee, brandy and cigars in the parlors.
- There will be dancing later in the Grand Hall.

NOTES

Guest List - A Guest List is attached at Tab B.

Press Plan - There will be no press coverage. Only the official White House photographer will be present.

Deborah M. Sloan

SOME FACTS CONCERNING THE NIXON CABINET

Number of Meetings:	1969	=	13
	1970	=	15
	1971	=	21
	1972	=	1
Total			51

Number of Members now,
excluding the President
and Vice President 16

Number of persons who are
or have been Members 24

(The 8 past Members are:
Red Blount, Arthur Burns,
Cliff Hardin, Bryce Harlow,
Wally Hickel, Bob Mayo,
Pat Moynihan and Charles Yost)

THE WHITE HOUSE

WASHINGTON

January 20, 1972

The following persons from outside the White House-OEOB complex will be attending a Cabinet Meeting in the Cabinet Room at 3:00 p.m. today:

Secretary Rogers (State)
Secretary Connally (Treasury)
Attorney General Mitchell (Justice)
Under Secretary Pecora (Interior)
Secretary Butz (Agriculture)
Secretary Stans (Commerce)
Secretary Hodgson (Labor)
Secretary Richardson (HEW)
Secretary Romney (HUD)
Secretary Volpe (Transportation)
Ambassador Kennedy (State)
Ambassador Bush (UN)
Senator Dole (RNC)
Asst Sec Mast (Deputy Comptroller)

Please ensure their immediate access.

Thank you.

Alexander P. Butterfield
Alexander P. Butterfield

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

January 20, 1972

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: MR. ALFRED WONG
Special Agent in Charge
Technical Security Division
U. S. Secret Service

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Access List for Outside Stairway
Leading to the President's OEOB Office

The following persons should be given access to the outside stairway leading to the President's Old Executive Office Building Office:

Director George P. Shultz	Mr. Michael J. Farrell
Counsellor Robert H. Finch	Mr. Patrick H. Price
Counsellor Donald Rumsfeld	Mr. Lawrence M. Higby
Mr. H. R. Haldeman	Mr. Bruce A. Kehrli
Mr. John D. Ehrlichman	Dr. David C. Hoopes
Dr. Henry A. Kissinger	Mrs. Marjorie P. Acker
Mr. Ronald L. Ziegler	Mrs. Shelley S. Buchanan
Brig. General Brent Scowcroft	Miss Sally L. Inge
Mr. Alexander P. Butterfield	Mrs. Beverly J. Kaye
Mr. Dwight L. Chapin	Mrs. Toni Sidley
Brig. General A. M. Haig	Mrs. Nell Yates
Miss Rose Mary Woods	Mr. Manolo Sanchez

Others will be given access when officially scheduled to meet with the President in the Old Executive Office Building. On such occasions Mr. Bull's office will telephone the names of meeting participants to Miss Sally Inge (the President's OEOB Office Receptionist) and she in turn will pass the information to Secret Service and EPS personnel on duty in that area.

cc: Mr. Stephen B. Bull
Mr. Michael J. Farrell
Miss Sally L. Inge

ADMINISTRATIVELY CONFIDENTIAL

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THE WHITE HOUSE

WASHINGTON

AGENDA

CABINET MEETING

Thursday, January 20, 1972

3:00 - 4:15 p.m.

3:00 - 3:10

I. THE ECONOMIC SITUATION AS THE YEAR BEGINS

Hon. Herbert Stein

Chairman, Council of Economic Advisors

(5 mins)

a) Presentation

(5 mins)

b) Discussion

3:10 - 3:20

II. CURRENT ACTIVITIES OF THE PAY BOARD

Hon. Donald Rumsfeld

Counsellor to the President

(5 mins)

a) Presentation

(5 mins)

b) Discussion

3:20 - 4:10

III. THE FY '72 and '73 BUDGETS

Hon. George P. Shultz

Director, Office of Management and Budget
and

Hon. Caspar Weinberger

Deputy Director, OMB

(30 mins)

a) Presentation

-- Overview of fiscal outlook for FY '72,
FY '73 and beyond

-- Major thrusts in the FY '73 Budget (strong
Defense posture reflected and HEW succeeding
DOD as largest federal department)

-- Priorities and specific program highlights

(20 mins)

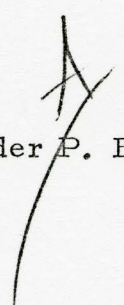
b) Discussion

4:10 --

IV. CLOSING REMARKS BY THE PRESIDENT

John Ehrlichman's memorandum at Tab A
pertains.

NOTE: The names of those to be in attendance are listed at Tab B.


Alexander P. Butterfield

THE WHITE HOUSE

WASHINGTON

January 19, 1972

MEMORANDUM FOR

THE PRESIDENT

FROM

JOHN EHRLICHMAN

SUBJECT

Proposed closing remarks for Cabinet
meeting
Thursday, January 20, 1972
3:00 p.m.

To use the football analogy, when this Congress ended its first year and went home for the Christmas recess some observers said that the half-time score was about Administration 14 - Congress 3. Most journalists and commentators credited us with significant victories and with gaining the initiative in the closing weeks of the Congress.

You and I know that a game is won on Saturday because of what goes on all week long on the practice field and in chalk talks and at the training table. Those spectacular results in the last few weeks of the year were the result of a lot of tenacious, hard detail work by you and your Departments all year long, and I want you to know that I realize that.

There's a lot of talk in the papers about the President's initiatives and the President's victories and the President's standing vs. the Congress. I want you to know that when I read that I translate the word "President" into the phrase "The President's Team" because in the truest sense any victories that we win either before the Congress or from the people this year are going to be team victories in the truest sense of the word.

I'm personally most grateful for the very hard work that I know is being done in each of the Departments by you, your sub-Cabinet officers and by the fine people you have working for you up and down those long dull halls. I'm proud of the standards that have been maintained by this Cabinet in these past three years, for the intelligent thought that has gone into your efforts but most particularly I am grateful for your personal loyalty.

Anniversaries are a time for gratitude. In counting my blessings on this anniversary, the support of this fine group of men causes me to be most grateful.

TO BE IN ATTENDANCE

At Cabinet Table

(Unable to Attend)

The President
The Vice President
Secretary Rogers
Secretary Connally

--

(Sec Laird - funeral service for H. Lovre)

Attorney General Mitchell
Under Secretary Pecora
Secretary Butz
Secretary Stans
Secretary Hodgson
Secretary Richardson
Secretary Romney
Secretary Volpe
Ambassador Kennedy
Director Shultz
~~Counsellor Finch~~
Counsellor Rumsfeld
Ambassador Bush

(Sec Morton - " " " ")

Staff

Mr. Haldeman
Mr. Ehrlichman
Mr. Flanigan
Mr. R. Price
Mr. Ziegler
Mr. Butterfield

Others

~~Sen. Dole (RNC)~~
Mr. Stein (CEA)
Mr. Weinberger (OMB)
Asst Sec Def Robert Macat (DOD Comptroller)

chron

THE WHITE HOUSE

WASHINGTON

January 20, 1972

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.

Enc. Guest List for Cabinet Dinner

Distribution:

The Vice President
Secretary Stans
Secretary Hardin
Honorable Blount
Honorable Hickel
Honorable Harlow
Honorable Moynihan
Secretary Butz
Mr. Ehrlichman
Mr. Colson
Mr. Ball
Mr. Bull

Chen

THE WHITE HOUSE

WASHINGTON

January 19, 1972

PERSONAL

MEMORANDUM FOR:

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Cabinet Meeting on January 20

You are invited to attend the Cabinet Meeting tomorrow, January 20th. The session will begin promptly at 3:00 p.m....and will concern the FY '72 and '73 Budgets.

PERSONAL

Distribution:

Mr. Haldeman
Mr. Ehrlichman
Mr. Weinberger
Mr. Flanigan
Mr. Peterson
Mr. Stein
Mr. Ziegler
Mr. R. Price
Senator Dole

chen

January 20, 1972

MEMORANDUM FOR: MR. BRUCE A. KEHRLI
Staff Secretary

FROM: ALEXANDER P. BUTTERFIELD

SUBJECT: Your Draft Memorandum to Mr. Haldeman
Concerning the State Department's Proposed
Precedence List Changes

Bruce:

As you admitted in your short cover note to me, the proposals (and the rationale for each) are more than somewhat vague ... and that being the case, nothing official on the matter should be passed further up the line. I would suggest that you obtain right away the original State Department paper. Once you have it in hand and understand what it says -- even if that takes a series of phone calls to Bill Codus and others -- revise your paper to Bob along these lines:

(date) (the President, if that is the case)
In a January ____ letter to _____,
attached hereto, State Department's Office of Protocol
proposes four relatively insignificant changes to the
master Precedence List. Each is outlined below, along
with State's rationale and an action recommendation by
Alex Butterfield.

Under an introductory paragraph identical or similar to this one, I would simply state each recommendation and a brief resume of the State Department's justification for it. The last sentence of each of these sub-paragraphs should state my concurrence or nonconcurrence ... and/or yours.

I see no reason to mention the fact that you think he (Bob) may want to pass judgment on these recommendations rather than the President. If he does not want to handle the matter, himself, he will simply take it to the President and discuss it.

I hope this bit of information is helpful to you.

chm

THE WHITE HOUSE

WASHINGTON

January 20, 1972

10:15 a.m.

MR. PRESIDENT:

Three quick items:

- 1) John Ehrlichman has proposed a short informal ceremony for your signing of the long State of the Union message. The group witnessing your signature would come from OMB, Domestic Council, Ray Price's office, etc. -- those who worked on the document -- totaling about 40. Because press coverage would play against the State of the Union message, only Ollie Atkins would be on hand to photograph the event.

If you want to do this, I would suggest the Cabinet Room at 11:30 or 11:45 a.m.

Approve _____ Disapprove _____

NOTE: Regardless, six signatures will be required prior to your departure for the Capitol -- a letter, a copy of the short message and a copy of the long message to both the Speaker of the House and the President of the Senate. Steve Bull will have the envelopes in hand, and will give them to you at the proper time.

- 2) Whereas we have not yet dated Maury Stans' letter of resignation, we are going to acknowledge this evening his imminent departure from the Cabinet. Therefore, in your opinion, would it be appropriate or premature to present to him his Cabinet Chair at the meeting this afternoon?

Appropriate _____ Premature _____

- 3) The thought occurred to me that you may want one of the ladies present tonight to say a kind word or two about Martha Hardin and Kathleen Stans.

Okay _____

Adele Rogers _____

Other(s) _____

Leave Plan as is _____

Alex

Chen

January 20, 1972

MR. PRESIDENT:

Here are some items from the daily
News Summary which you may not
have had time to focus on.