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File Folder DAILY STATUS REPORTS - BILL SITTMANN [1984-1985]
(3)

FOIA

F97-0066/19

Box Number 39

COHEN, D

94

DOC NO	Doc Type	Document Description	No of Pages	Doc Date	Restrictions
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1	MEMO	SITTMANN TO DEAVER (PAGE 1-2, PARTIAL)	2	2/2/1984	B6
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Freedom of Information Act - [5 U.S.C. 552(b)]

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THE WHITE HOUSE

WASHINGTON

March 14, 1984

F.D.

Notes to the READ FILE from Bill Sittmann

1. Advance and Military Office will get a copy of JFK's visit to Ireland along with Carter's trip to Normandy if we can't find film we will get some sort of album.
2. Pete is looking into special guests for Normandy.
3. Bill Henkel will get floor plan for Dublin and London residence. Right now we're looking at Doctor, Military Aide, Julius and Anita.
4. Press plan of British Summit is in the Read File. Bakaley is working on update.
5. I spoke to Gahl Hodges and she will work on ideas for guest for Nancy Reagan with Mrs. Price.
6. Spoke to Herrington about Ed Streater and Manila, Greece and Australia. I reaffirmed your strong feelings and they will stay on top.
7. Travel budget for Trudy Morris is in the READ FILE.
8. Spoke to TAD re: delegation to Population Control Commission delegation. Presently its scheduled for August. They've asked Jim Buckley, he has not accepted as of yet.
9. TAD will keep us informed of all Delegation proposals.
10. I met with the Brit. Embassy re: Queen's visit - I would like to discuss. *OK*
11. Thank you for trip in Sig. File.
12. RR and NR's schedule on Europe in Read File.
13. Bill Henkel will draft a memo after his conversation with Hilton International people.
14. Gahl Hodges is working on a list of British friends of NR.
15. I'm working on thank you with Pete to crew/ tie bars.will give
16. Jim Wright has been invited to President Mitterend Dinner.
17. John Block has been invited to dinner.

*Other
members?
I've heard this
before*

Notes from BS continued March 14, 1984

18. Passed to Advance office information that PM and ¹ will travel through Ireland -- it will be factored in.
19. I'm in the process of looking for letters to RR from owners of the RR Pub - will be in the READ FILE when located.
20. Like the idea of a gift for Bullyporren will look into with Henkel.
21. John Rogers will work with Protocol on tree for Ireland.
22. Memo pertaining to Pete Metzger's father in the READ FILE.
23. FR will keep schedule clear.
24. Will look into with Advance the idea of NR doing something with College of Surgeons.
25. Gahl Hodges will get ^{Done} Brendan O'Reagan to the Irish Lunch.
26. Spoke to KO re: Mail Anne Higgins sends to RR. She says everything is cleared and reviewed by Dick Darman. Do you still want to see and review.

Yes No

27. Dental App't changed to 4:30
Private Meeting is scheduled for 4:00 PM in the OVAL.
Participants are: Jerry Milbank, Jack Hume
Joe Coors, Bill Wilson and Holmes Tuttle
- Also, Holmes Tuttle would like to meet with you afterwards.
28. RE: RR press reception - March 15 the guests have already been invited. - in the future you will see the list before invitations go out.
29. Spoke to Susan Meyer 235-9440 - Re: Maintenance \$50.000 for Ireland residence - she feels confident that they will get the \$ need in addition. I've spoken to Bob Land who will follow thru and keep me informed.
30. Brief note to Secretary Shultz in Sig. File.

Notes to the Read File - Continued March 14, 1984

31. Margaret Tutwiler meeting is scheduled for next week. Margaret will get the exact time from Maureen participants. B. Rundell, B. Hightman, M. Tutwiler, M. Reagan and Pam Bailey. *I will let you know*
32. Revised Fundraising letter from RNC has been trashed, you were right. and only letters will be for Reagan-Bush. the letter you saw was a mistake.
33. Gahl Hodges needs to talk with you tomorrow. Would you like to see her if it can be scheduled.
- Yes- C No
34. I spoke to Bee re: Congressman Bethune on his pecking order. Bethune is low. However, *if* political people feel it's necessary he has no problem, I will discuss with Senator Lexalt.
- 012

THE WHITE HOUSE

WASHINGTON

March 7, 1984

Notes to the READ FILE from BILL SITTMANN

1. Re: Bill Paley - the First Lady has spoken to him directly and turned the request down. *did do a note.*
2. Re: Mary Jane Wick and Sheldon Wilson's address given to Kathy Osborne.
3. Meeting with Advance and PSI at 4:30 - re: Adopt-A-School/ Congress Heights.
4. *just* NSC and State Recommend against against VP of Brazil visiting with POTUS. *DB - res ect L. Boover know*
5. Memo re: Cabinet and Sub-Cabinet members from NSC in READ FILE
6. ✓ Floor plans for Residence - windows Bobby DeProspero will have in READ FILE tonight.
7. Spoke to Jackie Hill. She says Irv Williams and Park Service are on track. *Did you let J. Rogers know?*
8. I talked to Rosebush and told him we wanted budget for China dinner by COB today.
9. Spoke to Kimmitt - he will get you a paper signing ceremony in China and this significance.
10. Spoke to FF about JJ - he will diffuse thinks it is a terrible idea.
11. NSC is working on idea of sending spokesperson to Taiwan after we go. Possibly to 5/20. Possible spokes-people in order of precedence:
 1. Laxalt *— shd not be.*
 2. French Smith
 3. David Kennedy
 4. Richard V. Allen
 5. Joe Coors *—————*
 6. Wm.. Buckley
12. Ron Jackson will start working on menus for China.
13. *2 shd discuss with JAB.* Spoke to FF there are no problems if the campaign does fact sheet on Hart as long as it is strictly campaign and only sent to political Ambassadors.
14. Possible China official Party is in READ FILE.

Notes to the READ FILE continued

15. Bob Kimmitt will set up McFarlane/Deaver coordinating meeting on China next week. *2 want to see agenda before meeting*
16. TAS will get back to me on Noreen.
17. Spoke to Kimmitt re: Foreign Policy speech - they recommend 4/4 possibly evening and possibly doing it at CSIS. Larry will look into the possibility of doing it live.
18. EST for China will be in the READ FILE.
19. Schedule for #970 will be in
20. Air Force Academy scenario is in READ FILE.
21. ✓ Irish luncheon list in READ FILE.
22. Your appearance at the Fundraiser on Wednesday - Remarks are expected. *Is someone doing?*
23. Gahl Hodges will get seating ideas for St. Pat's Luncheon.
24. ✓ MOF Luncheon
1. Medals have been ordered
 2. Speechwriters are working on remarks and citations
 3. Scenario from last year and suggested Bio booklet from last year are in the READ FILE.
25. Spoke to Military Office and Bobby DeProspero. USSS has n problem if POTUS remains on AF 1. Military office says that they can maintain aircraft comfortably comfortably.
- lets discuss*

THE WHITE HOUSE

WASHINGTON

MARCH 7, 1984

FYI to MICHAEL K. DEEVER from Bill Sittmann

1. Fred Ryan's memo RE: Senior Citizen's - He should have it finished in a couple of days.
2. 9:30 AM surprise - both Fred and I have spoken to Kimmitt and they will give us both a couple of days notice for possible visits with your approval.
3. Churchill Statute - 5/12/84 in Kansas City, MO
Mr. Miller Nichols - 816/561-3456
Attending will be various members of the Churchill family - PM Thatcher will not attend.
The Statute has been purchased thru private contribution at present time the Embassy knows nothing about it.

Let C. Price know.

THE WHITE HOUSE

WASHINGTON

March 5, 1984

NOTES TO READ FILE FROM Bill Sittmann

- 1 Re: Having a spokesman in Taiwan - NSC recommends that we do not have one. He was very emphatic.
2. RE: Rockefeller /Roosevelt - discuss their trip with POTUS
NSC has no great feelings if we do it they ask that it not be done during their time. They recommend 3/12 at 9:45 AM.
3. Call letters of Radio Station in DC for Radio Speech is WEAM AM Dial - 1390 FYI in READ FILE is listing of all stations that carry it.
4. NATO dinner is approximately 7:30 PM
5. If RR departs AAFB at 9:00 AM we would arrive Shannon at 8:20 P, flying time is 6 hours and 20 min. and 5 hours time change.
6. Press conference has been moved from March to April 4th.
7. Lee Atwater says you will have list of Calif. delegates by Wednesday.
8. John Rogers will keep North driveway clear.
9. Two dates for Laxalt and Kitchen Cabinet - March 13 - 4:00 PM
Old Network - - - - March 15 - 4:30 PM
both times will be 30 minutes and listed as Private Time.
10. Henkel is working on ideas for Chinese gift.
11. Lee will look into campaign reprinting Sincerely Ronald Reagan
Also idea about ~~photo book~~. a photo book.
12. St. Pat's Luncheon list is in the READ File.
13. Luxemburg State Dinner dates are not firm but they are thinking about Nov. 10 - 21.
14. Henkel will think of spontaneous stops.
15. Fred Ryan will get you ideas on Senior Citizens.
16. Fred Ryan has talked to Wirthlin about point system, they are already looking into it.
17. John Rogers and USSS will just lock door to your office and not seal off.

NOTES TO READ FILE continued from Bill Sittmann 3/5/84

18. Fred Ryan will have college commencement list tomorrow.
19. Fred is working on idea for a Military Event.
20. Max Rabb has been notified of the turndown for First Lady to do Rome on June 2nd.
21. Spoke to Castine and we have moved Congress Heights to March 12. He says we have enough to talk about.

THE WHITE HOUSE

WASHINGTON

FRIDAY, March 2, 1984

From BILL SITTMANN to the READ FILE

1. Spoke to Bob Kimmitt re: conservative spokesman in Taiwan. His general feeling is that the situation has changed since Nixon's trip i. e. we did not recognize China. He will look into it and get back to us. *- not seen on speaker man*
2. RE: Roosevelt and Rockefeller He will check first impression is ~~one being~~ deal from National Security scene. Nice courtesy for Rockefeller. *NO*
3. Talked to Jay re: Burson Marsteller House, he was interested and will get back to us.
4. Spoke to Fred Ryan and Kimmitt re: schedule, they will clean up.
5. Fred Ryan will remember to keep schedule light on Public events.
6. For us to attend Air Force Academy graduation at 10:00 AM The flying time is 3hrs. and 35 min and 2hours time change. POTUS would have to leave White House at approx. 7:20 AM chopper to AAFB, wheels up at 7:40 AM and arrive in Colorado Springs at 9:15 AM
7. Tuesday Manifest is in the READ FILE.
8. Memo sent to Svahn and Oglesby re: article RR asked about we have asked for immediate response.
9. Rosebush will contact Bill Paley = First Lady does not want to do May 7th Museum of Modern Art event in NY.
10. Call letters of Radio Station in DC for Radio Speech is WEAM - AM dial. *1340*
11. Lee Atwater re: Celestine and Judy McClennon - need to discuss.
12. Spoke to TAD, they are working on Pritzlaff for Tunisia. I emphasized need to get back to Goldwater. He will get back ASAP.

File

cc

*Keep me
need to
see back
to DE*

*What
time
return
for NATO?*
April 7, 20

*Where on
DIAL?*

*stay on
TOP*

*National world life - down
True*

THE WHITE HOUSE
WASHINGTON

March 1, 1984

good!
File

MEMO TO THE READ FILE

FROM: Bill Sittmann

1. Fred Ryan will come up with ideas for 4th of July and Memorial Day.
- lets discuss* 2. Departure from London after the Summit has not been fixed, although it will be the AM of June 10th. Brits will go along with the time we request.
3. Fred Ryan will lighten up on schedule the days of a State Dinner.
4. Latest on Bill Wilson's confirmation will be Monday or Tuesday due to Senator Hatfield.
5. Henkel and Ryan will look into Assembly in event on April 2nd.
6. Korea trade mission will meet with POTUS - March 7 at 9:45 AM 5 minutes, Kimmett will take the action. - *Gaston Segur has problem*
7. Examples of gifts have been sent to Secretary Shultz.
8. FYI - Sec. and Mrs. Shultz would like to sit with POTUS at Olympic Opening Ceremony.
9. Joe Canzeri has been notified about Taiwan.
10. John Rogers will proceed on Cufflinks.
11. Kimmett has been notified June 5th working Dinner with PM Thatcher, he will notify Amb. Wright today.
12. Lee is working on entertainer/celebrity list it will not be released until you have seen it.
13. Gaston will send over China Reading material and books for Potus to you.
14. KO has been alerted to Mrs. George Wallace.
15. RE: Sec. Block and the French Dinner. Dinner is full, he is the first runner up.
16. Spoke to Ken Hill, he is thinking about future possibilities.
- ok* 17. Dinner in the Residence on March 29 is with *Bill* ~~Kay~~ Graham.

ROM BILL SITTMANN (continued)

18. Henkel is working on possible scenario for April 5th in NY, he will get it to you as soon as it is completed.
19. Craig Fuller is working on ideas for SMALL Business Week and Jobs Program Kick off. He will get those to you ASAP.
20. Spoke to Pete Roussel re: position of Podium during Press Conference, He will work on concept and get back to us.
21. Spoke to Bob Kimmett, they still feel strongly on Canadian opposition leader, he will double check and get back to us.
22. Schedules for March 6 and 7 are in the READ FILE.
23. RE: Limo and mags in China. Limo question is still being discussed with the Chinese, at present they want to use theirs. Mags are not acceptable to Chinese, Joe Petro is briefing Bobby DeP.
24. Re: National Adopt-A- School, Michael Castine has action on the project, he has been out sick for the last week. They will try to get it to us tomorrow.

THE WHITE HOUSE

WASHINGTON

February 28, 1984

File
make us a copy of this for today

NOTES TO THE READ FILE FROM BILL SITTMANN

1. Spoke to B. Oglesby and he will see that you get Congressional time, agenda 36 hours in advance.
2. Laxalt's office has been notified by Attorney General re: Kitchen Cabinet.
3. Two dates for cocktails with selected Press in the Residence are:
1. March 15, 1984 4:30 PM
2. March 23, 1984 3:30 PM

APPROVE _____ DISAPPROVE _____

- Back to Bee Oglesby & see if he wants to tell B. Goldwater or if you should*
4. RE: ~~Air Force Academy~~ ^{NOT OPEN} graduation May 30th, at present is open. However, that night is the NATO ministerial Dinner. Approx. 7:00 PM Fred Ryan and Lee Atwater are compiling a list of all the graduation requests and will make recommendations.

5. Re: Dr. House's letter - we have no letter - we are checking *with KO*
6. Henkel meeting is Wednesday lunch.
7. NSC meetings on Wed. and Friday have been scheduled with Fred. ✓
8. David Waller will take care of Pin and Japanese box ASAP. ✓
9. Spoke to Bob Kimmett RE: Nuclear Accident deterrent, his staff is working on it with Defense and will get back to us ASAP.
10. School Prayer meeting will be on Wednesday 3:30 PM for 45min. ref. Fred Ryan. *Sorry - What's this?*
11. Spoke to Bobby DeP he will get you security assessment on Europe trip and Rome. ✓
12. ~~I explained to Bobby DeP that all~~ *77*

File

NOTES TO READ FILE CONTINUED Feb. 28, 1984

12. I explained to Bobby DeP that all taxipick ups and deliveries would be made at the East Gate.
13. I'll take care of Pat DeProspero.
14. Spoke to Joe Canzeri and his idea for an Ambassadorship is Mr. William H. Spoor, Chairman of the Board of Pillsbury Company. He would like us to set up a meeting with Tad on Friday. *this has been Done*

APPROVE ✓ DISAPPROVE

15. Lee will talk with Joe Rogers re: Mary Jane Wick.
16. Letter sent to Bob Michels re: Kemper Open Womens' event. TD copy sent to Elaine Crispen.
17. Spoke to TAD - he will check up on Sam Beard re: National Development Corp. and he will look into something for J Jarit at UN or Paris.

JAVITS

File

THE WHITE HOUSE
WASHINGTON

February 27, 1984

MEMO TO THE READ FILE FROM BILL SITTMANN

1. Spoke to Fred Fielding's office re: Ted Turner and they will get us a report on Litigations and any relationship possibilities.
2. Will have scenario for Olympic event and I will do the briefing paper.
3. Sec. Shultz meeting is at 1:45 PM because he is attending a luncheon until 1:30 PM
4. My thoughts on Campaign Schedule are in the READ FILE.
5. Fred Ryan will have subject of NSC time and Cabinet time at the 5:00 PM staff time today.
6. Private Lunch with McFarlane on Thursday is with Suzanne Massey - Russian specialist.
7. Economic briefing time on Wednesday is the monthly meeting with Regan and Feldstein.
8. Agr. Day event Agriculture Craig Fuller should have tomorrow.
9. Spoke to John Herrington - He will keep heads up on Swearing in of Bill Wilson.
10. Spoke to Moorhead - and he did not know of Murdock's and Hammer's Olympic related trip to Moscow. He will look into it. However, you should know that Hammer is an assistant to Uberhoff for the last 5 years and works closely with him.
11. USSS can't do anything about Cameras at the Ranch. They do not constitute a threat. Bobby will talk with you about it.
12. Pay level of your staff. John Roger will have for you tomorrow.
13. Spoke to Lee. They have no one doing the fishing industry. Do you have anyone in mind. Spoke to Harriet Deutsch. She will get me a number for Bill Durney Thursday.

What do you mean?

gch -

THE WHITE HOUSE

WASHINGTON

FEBRUARY 24, 1984

Memo to the READ FILE from Bill Sittmann

1. Anna Chennault will send you the guest list for the March 19th dinner.
2. Lee Verstandig is sending report on John Ashcroft meeting. JAB did not attend.
3. China tapes were sent to the First Lady.
4. Dinner Lists are in the Read File sent this am to you.
6. 90 min. US-USSR meeting will be on Wednesday at 2:15 PM Meeting with Bud will be Thursday at Lunch. Bob Kimmitt was not sure who Mary Gassner is the woman who met with RR was a Suzanne Massie
7. Spoke to Laxalt's office re: Kitchen Cabinet. Att. Gen. is working on the list he says he can't do it until he is out of office.
8. Spoke to Al Keel in NSC re: Vatican. He will get to you the report asap

THE WHITE HOUSE

WASHINGTON

February 23, 1984

Free

OK

MEMO TO THE READ FILE FROM BILL SITTMANN

1. Delta Sig is at the TKE fraternity Luncheon because it is part of the Inter-Fraternity Council which is giving the award.
2. Jerry Carmen will be announced in a couple of days. He's due to leave on Feb. 28th *Noreen*
3. I've spoken to Bob Neesen. John Herrington is coming up with ideas. - *Kirk Douglas can't do*
4. Bill Paley called about a possible event. We requested that he send us information on the event.
5. Meeting with Irish Amb. is at Monday at 10AM
6. That House Ranch "Coolmore" is approximately 25 minutes north of Bally poren. *lets go*
7. Cabinet Time on Tues. is Economic Affairs on:
 1. Youth Unemployment,
 2. Jobs for American Graduates
 3. REA bailout*DB / I want to go*
8. Japanese box price has been pasted to RR. *interesting Can he take it off*
9. We will do meeting with Senate/House Dinner Chairman in Oval Office. Drew Lewis has been notified.
10. I spoke to Lee and he will get to you list of Athletes or Entertainers for RR before they are released.
11. ~~Message~~ *message* passed to John Herrington re: Noreen.
12. Gahl Hodges will come up with ideas for Diplomatic Barbe in June for event on June 21st a tent will not be used.
13. Fred Fielding will send you copies of letters sent to those people who have made a contribution to RR.
14. Michael Castine will talk to Lucky re: Hospital in China
15. Letter will be sent to Olympic medal winners from RR.
16. Vice President of Brazil is coming to US late March. He will meet with Vice President. Both State and NSC do not recommend meeting with RR.

THE WHITE HOUSE

WASHINGTON

Memo to the **READ FILE** - Continued Feb. 23, 1984

17. Lee is checking on California Valley County Chairpersons and Finance people. The list will not be available for 2 to 3 weeks. -

*Lee has called and Calif. county
Chairman & Finance chairman have
not been named. He will prepare a
list of ideas*

THE WHITE HOUSE

WASHINGTON

February 22, 1984

File.

MEMO TO READ FILE FROM BILL SITTMANN

Can't do this way - Let's do it

1. If we did an afternoon speech in Shanghai the time difference in the US would be 13 hours. Therefore, 1 PM is 2 AM in the US.
2. Dr Ruge has spoken to the Doctor and apparently so has the President per Dr. Ruge. Ruge is going to meet with the Doctor here at the White House. *ok*
3. Fred Ryan has gotten LRS to Dick Wirthlin and Wirthlin has not gotten back to Fred as of yet. *Frank*
4. Spoke to Castine and he will look into the possibilities of gift of hospital to the Chinese. Apparently project Hope is working on a similar line. *Dave*
5. Spoke to Fred Fielding on campaign contributions. Copy of letter in READ FILE, they send out when we receive donation directly for REAGAN-BUSH'84. All contributions sent to Potus or the First Lady will be sent to FF or Margaret Tutwiler. *Dave*
6. Regarding going to Ballyscreen first stop - could we discuss. *yes*
7. Spoke to Fred Ryan - he will work on update on High tech you will have it on Thursday. *ok*
8. Gifts for Muldoon will be - Williamsburg letter opener and paper weight - a photo & Mrs. Muldoon will receive a porcelain box. *ok*
9. Dropby for Latin American VPI has been set-up. *ok*
10. Gift from Emperor of Japan to the First Lady is worth \$425.00 - it is a silver and gold box. *Dave*
11. Webster (FBI) is having a briefing on the HILL with the Justice Oversight Committee on March 13 - open hearing, Terrorism may be a question - We will get the members of the hearing. *Dave*
12. We will do meeting with Senate/House Dinner Chairman Oval Office Drew Lewis has been notified. *ok*

I shd discuss with RR what's this?

Get Castine to talk to his

I want to see written response on checks & you

Pls tell RR directly

Briefing is with RR I'm talking about

13. Kimmett will work on format and ideas for the Foreign Policy speech in Peking.

14. Re: Kurt Waldheim at Austria State Dinner - at the present the Dinner is full. If there are any cancelations he and his wife will be the first choice. VP has been notified.
There has been a cancellation - I he will be invited

15. Spoke to Kimmett - he will get to us Jackson proposal US-USSR confidence building.

16. No to the best of my knowledge we did not call all the gold medal winners.

17. We'll hold on Justin Dart.

18. Veterans reception is tasked to Doug Riggs in Faith Whittlesey's office. They will send over scenario (in Read File) and meet with Gahl Hodges.
same

19. Jerry Carmen - Would like a photo opportunity with POTUS for himself and his Special Assistant next week.

Yes _____ No _____

20. NSC recommends we have a bilateral with PM Thatcher on June 5 at 6:00 PM

Yes _____ No _____

21. Kimmett will work up a plan for a possible meeting at the Ranch with DeLa Madrid in August.

22. Kimmett will come up with other ideas for State Visits in Oct. and November.

23. Craig Fuller will get you a briefing on the Legislation affecting the Department of Energy overcharge - TODAY.

24. Criag Fuller will get list of 50 best cost savings and efficiency ideas to you ASAP.

25. Craig Fuller will get paper on VICTIMS of Crime to you today.

26. Fred Ryan will get you update on Environmental scheduling tomorrow.

27. Gahl Hodges asks if it is OK to have Linda Robb at First Lady's table for the Gov. Dinner :

Yes _____ No _____

still do letters

where are we on his next appt.

28. Re; Jack Valenti's request for First Lady to be Honorary Chairman for the Nat'l Drug Abuse - Ann Wroblewski's office is checking and have come up with nothing yet.
29. Alexander Papamarkou info is in the READ FILE.
30. Spoke with Walter Anderson - Parade Magazine and explained to him that you would like to see the concept in writing. He as very indignant and felt he didn't need to do it.
31. Lee will make sure you see RNC advertising program before it goes out.
32. Lee will send NICPAC add over first thing Thursday.
33. Lee will turn Sen. D'Amato off.
34. At the present we are not considering anyone for Post Master General. Whoever it is is elected by the Board of Governors
Note: if we have a selection Personnel may be able to help with board as most of them are our appointees.
35. Lee is working on California campaign leadership. and should h
it by late TODAY. See BELOW....
36. Joe Wright is working on a list of the 50 best cost savings an
efficiency ideas for Fed. Employees.

California Leadership: Finance Chairmen - Gordon Luce -San
Die
Margaret Brock - LA
Bill Lynons - Newpo.
Beach

Chairman - Gov. Deukemejian and Sen. Wilson

↓ who's
Northern Calif.
Valley?

1. - do they have County Chairmen
2. - County Finance Chairmen?

Screen
him

no ideas?
I can't
believe.

Bastwana

THE WHITE HOUSE
WASHINGTON

February 21, 1984

MEMO TO READ FILE - Brom Bill Sittmann

1. Fred Ryan - memo on important dates in 83 in READ FILE.
2. Red and Carla Hills will be put on State Dinner list.
3. Fred Ryan p will double check all correspondence going to Congressmen and Senators.
4. Ken Hill and I will check out CIA - Ueberroth.
5. Spoke to Kimmett - at present NSC has no plans for a bilateral^s during the Olympics. However, he suggested doing a meeting with DeLa Madrid at the Ranch during Olympics.
6. Olympics meeting with the Department Heads at February 29th at 1:00 PM in the Roosevelt Room.
7. Olympic related Congressional activities list will be in the Read File tomorrow.
8. Spoke to Craig Fuller - Agenda for Cabinet Meeting Thurs. is as follows:
 1. Reform 88
 2. Federal Field Structure
 3. Consultant Service Controls
 4. Advisory CommitteeCraig Fuller will send you the papers.
9. Mexico State Visit could take place Sept./Oct. dates not firm.
10. State Visits for October/November possible:
Mexico, Argentina and Luxemburg
11. Spoke with TAD 1. He will take care of Noreen, 2. He will get update on Hispanics and black and women appointees.
3. Re: James Quello, his reappointment is not due until 6/30. Personnel is still discussing and will decide in about a week, I will inform Vander Jagt.
12. Spoke to Steve Studdert, His main concern was access to the box i.e. only one elevator. Also he was instructed when he did his survey to look at putting a box front/center not the boxes up top so he really didn't look at it.

Continued - February 21, 1984

*Is Laxalt to do?
going when?*

13. I spoke to Roger Stone re: D'Amato. He informs me that both he and Ed Rollins have told him that we are not going to do it. He recommends that the only thing that will get D'Amato off your back is if Senator Laxalt calls him back.
14. Lee will get back to me with a list of California leadership.

File

THE WHITE HOUSE

WASHINGTON

February 16, 1984

Memo to the READ FILE from Bill Sittmann

- no - I want visual props*
1. Spoke to Lee V. and he will set-up meeting with himself, Faith Nancy, Dorcas and You , also will report on Faith response.
 - no need*
2. Spoke to TAD VAcancy on Occupation Safety health Review board will open April 1985. National Transportation Safety Board is open now for a 2 1/2 year term.
 3. Spoke to Margaret Tutwiler on Perception Program. We're making Betty Rundell's group of women, Response has not gone out yet.
 4. Craig Fuller will get back to us if he needs visual props for Launch Vehicle.
 5. Spoke to TAD re: Jim Fuller. Apparently they talk on a regular basis just to talk However, Fuller wants to be reappointed to the security insurance protection board or a full time job, next year in D.C.
 6. TAD will get back on Bill Wilson. - *I will discuss on plane.*
 7. Fred Ryan will keep schedule light after China and Camp David on Thursday. P.M.
 - What?*
Jim 8. Talking points on Potus record on Women. Mike McManus will give to you.
 9. Have spoken to Margaret Tutwiler and Bill Henkel on CPAC dinner They will follow closely.
 10. They have louvered shutters and we will meet with John and Donna next week.
 11. Kimmitt will look into Warranty Rule Article.
 12. PSI report on Women from ~~per~~ was in Read File.
 13. Adopt-a-School - Castine will get report ASAP.

THE WHITE HOUSE

WASHINGTON

February 15, 1984

*Good
see notes*

MEMO to the READ FILE from Bill Sittmann

1. Stu Spencer will be in DC February 27 and 28th. Lunch is scheduled for 2/28 in the Mess at 12:00.
2. Major Metzger will report in memo about phones in car and C-20.
3. Fred Ryan will discuss with Faith's people events in targeted states.
4. Darman speech meeting with POTUS is Thurs. 1PM for 30 minutes.
5. Spoke to Margaret Brock - courts reserved and lunch.
6. Iowa manifest in the READ FILE
7. Fred Ryan will send scenario on Wierton PA Steel Plant
8. On Friday Feb. 17th Briefing you requested will be in the Cabinet Room at 10:00 with Presidential dropby at 10:30. Participants: Stockman, Meese, Baker, Ryskind, Evans and Winter
9. Fred Ryan will talk with Margaret T. and Lee Atwater on Schedule.
10. Spoke to TAD with regard to Jerry Carman, they should announce in the next few days.
11. Bill Love - John Herrington is working with State, they feel they should be able to handle. Love is in Security check now.
- Lee 12. Spoke to Lee and he will followup with Mrs. Loeb. *give me a report on this*
13. Yes, I will lunch with you and Marshall Coyne on Wed. Feb. 22nd
14. Fred Ryan will not schedule anything 10 days prior to China.
15. Fred Ryan will come up with Ideas for the economic recovery.
16. Waterloo newspaper event on schedule.
17. Lee will send copy of letter to Ted Striver. (sp)
18. Both TAD and Lee re: Syn Fuels and Gov. Scott Mattison - they feel that nothing would be greatly gained by it.

*pls
call
Mike Mason
tell him - want
to do*

19. I spoke to A. Ryskind re: Ray Meyer and he will send you script.
20. Spoke to Jim Cicconi and he will get you the memo. READ FILE
21. New York Times on Physicist Kimmitt. Will get back tomorrow.
22. China pictures were sent out today.
23. Nancy Risque is working on a letter to Olympia Snowe.

File

THE WHITE HOUSE
WASHINGTON

Notes to Michael K. Deaver from Bill Sittmann

1. Fred Fielding is checking on invasion of privacy re: the Ranch. *g need to put to NR on this.*
2. We need to sit down with Kimmitt re: meetings ~~no~~ on schedule with Heads of State - *Fred Ryan*
3. February 20th is being held for Iowa.
4. Irving R. Levine has been taken off the Schedule..
5. Best events of 83 from Fred Ryan will be tomorrow.
6. Spoke to Kathy Osborne - All requests for gifts from Mrs. *Lee* Reagan will go thru Fred Fielding.
7. Expense accounts have been sent out for the Cal. trip 2/6-2/12.
8. Project Perfect Fit - I've never heard of it. *are you checking it out?*
9. Spoke to Bill Martin - NSC and he will get a bilateral schedule to us soon.
10. On Task Force Report on Family Violence - Craig Fuller is checking.
11. I spoke with Mr. Paley, CBS he is sending the concept.
12. Wine equity info is in the Read File.
13. Re: your sister Craig Fuller is on top of the situation. *pls stay on top of it*
- 14.. Spoke to TAD re: Noel Gross. they are thinking of giving her the slot Bill Love's vacant slot.
15. PSI request - I spoke to Castine and he will have completed by tomorrow.
16. I will stay in touch with Max Rabb.
17. I spoke to Lee, Laxalt and Angelo have promised to put Pat Jacobson on National Strategy Group.
18. Lee says that RR did respond to Ted Striveris. (sp)

set me copy. will

Monday, Feb. 13, 1984

NOTES FOR MKDEAVER

PSI Cabinet Meeting

Points of Meeting

1. MKD opened with President's commitment to PSI

Possible POTUS visits to agencies, radio addresses, challenges to industry and President's Volunteer/Action Awards were mentioned as opportunities for the Cabinet Secretaries to become involved in PSI programs.

2. Coyne described the Volunteer/Action Awards Program and Partnerships in Education efforts and the need for Cabinet and Department heads to include PSI in their policy framework in DC and regional offices.
3. Possible recognition and awards through flags, plaques or certificates.
4. Majority of the discussion was centered around education partnerships, with other issues being Senior Citizens, homeless, hungry and partnerships.
5. The PSI Office will follow up with each Cabinet Secretary on what their agency's priority PSI projects should be. A 30-day time limit will be placed on the agency to comply to the action memo.

file

THE WHITE HOUSE

WASHINGTON

February 6, 1984

MEMO TO MICHAEL K. DEEVER

THROUGH: BILL SITTMANN

FROM: Gail Ledwig

*In sorry
I don't understand
2 marks*
I saw this

1. Request for Larry Eagleberger to become career ambassador.
I spoke to TAD and he said that this will come up at the next Ambassadorial Meeting, which should take place week of the 13th.
2. Amb. Wilson - It will be held until after Congress reconvenes.
3. The President did talk with Sen. Helms over the week end. Sen. Helms says that when the vote is taken he will not oppose it.
4. I spoke to Pam Bailey and the speech MKD is to give on Feb. 17 will be available on Friday and DB will send it out to CA.
5. I spoke to Gahl Hodges, MARion Smoak and his wife were invited and attended State Dinner for Egypt - Feb. 3, 1982.
6. Mr. and Mrs. Richard Scaife of Pittsburgh have been put on the State Dinner list.
7. I called Dennis Bark to tell him this was done.
8. TAD sent down the list of the Kennedy Center Board. It is in the READ FILE.
9. I spoke to Pam Bailey. RE: Rescheduling of the Crime Prevention week observance. It is now down for Monday, Feb. 13th at 11:45. Pam says that it could be combined with Wednesday noon event on February 15.
10. FYI - TAD says that Peter Dailey will not be in Ireland when you go. He left Jan. 16, Kane is scheduled for confirmation this week so he may be there than.
11. FYI - TAD says that Sen. Thurmond's candidate for the Federal Reserve Board is not eligible.

THE WHITE HOUSE
WASHINGTON

Fee

February 3, 1984

MEMO TO MICHAEL K. DEEVER from Bill Sittmann to the READ FILE

- Did you call Baker's office?*
1. TAD called re: Howard Baker - Chairman of the Commission on Bi-Centennial. They have not begun to pick members for the Commission. The President has power to pick Chairman TAD will keep you posted.
 2. Spoke to Lee Atwater - RNC does not have any ads running. When they are ready you will review before anything is released.
 3. Fuller says we'll do phone call to the shuttle next Thursday from the Ranch. He's working on the details, Perhaps that can be the photo release you need.
 4. Spoke to Sherry Cooksey about DNC lawsuit, she is preparing a brief memo.
 5. Jim Lake will be on list for State Dinner.
 6. Rosebush notified about departure date to China.
 7. Spoke to Dr. Ruge - he will report back to you.
 8. Fred Ryan will get a list of 20 most dramatic or most important events in 1983.
 9. I spoke to Kimmitt he is preparing Hussein meeting on 13th 1 hour and Mubarek on 14th for 1 hour and then joint luncheon.
 10. TAD is still working on FSO/Pol list should have by close of business.
 11. World Fair is still tentative - however Betty Heitman has told the press POTUS is going.
 12. Spoke to Lee, he will get you memo on Mackie Lolb call and will set meeting or lunch with Human Events people.
 13. Treasury will send over information on Susan B. Anthony coins on Monday.
 14. TAD will get back to me on Strom Thurmond's candidate ASAP
 15. Spoke to Jerry Della Fimino - Tapes were sent out today. You should have Tuesday.
 16. Spoke to Jim LAke will send over memoes and will talk to ~~Chuck~~ Bakeley.
Christy

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1 MEMO

2 2/2/1984 B6

SITTMANN TO DEAVER (PAGE 1-2, PARTIAL)

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B-1 National security classified information [(b)(1) of the FOIA]

B-2 Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]

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B-7 Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]

B-8 Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]

B-9 Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

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THE WHITE HOUSE

WASHINGTON

February 2, 1984

FD

Good

MEMO TO MICHAEL DEEVER

FROM: BILL SITTMANN

1. RR has accepted Hon. Chairmanship of Dixon, */LIFE* county *How did this happen?*
Hometown Heritage Foundation.
2. Spoke to Gahl Hodges, she will start Dinner/Movies again.
3. Ref: Seating to Illinois and Las Vegas, Laxalts have been manifested from D.C. to Illinois and Las Vegas. Hecht and the rest will meet in Peoria.
4. Sec. Shultz returns Feb. 8 th in the evening
5. Craig Fuller is working with NASA re: Shuttle memo to follow.
6. Spoke to Sherry Cooksey she will do memo to B. Oglesby and she and John Rogers will meet with Rosebush.
7. John Rogers is working on ideas for space he will get to you.
8. Draft letter of congrats to Card. O'Connor is in the READ FILE.
9. Spoke to Roger Porter memo in the REAd File.
10. Fred Ryan is looking in to Baptist Convention.
11. Spoke to Kimmitt re: Mubarek, NSC is going to talk to Shultz and Cap today and make recommendation on both Hussein and Mubarek Cap will be kept informed. *Keep me posted*
12. NSC will get for you their thoughts on year of the RAT. *That's yesterday*
13. Bob Kimmitt will get you NSC thoughts on Young *Pygmalion* article. *pls stay on TOP*
14. Russell Train is going to send in a proposal.
15. REF: Dixon, Schedule in Read File. RR will be in reviewing stand for 40 minutes. It is an enclosed stand on 3 sides with a roof, Bullet proof gears in front, heaters and floor heaters are in the stand. *Cue NR of tel her*

16.

b(6)

b(6)

Get an
opening room 77
get me
phone

17. Spoke with Fitz in the PHOTO lab re: Camera in Dixon. Bobby DeP has no problems with it. He wants to do it as a unique picture, Bill Shaddix memo on subject in Read File with photo of concept.
18. FYI NSC is bringing in on Friday at 9:30 a Mr. Laois Moc, he is opposition leader from Austria.
19. Today at 10:00 AM they are bringing Mr. Richard Schifter, US Delegate to Human Rights in Europe for a handshake.
20. I spoke to Norm Beatty in Williamsburg re Sen. Kassebaum. He will be everything possible for her conference. I've talked to her office and they will deal directly with Norm.
21. I spoke to Jim Rosebush and he will send memo to you today re: First Lady's travel.
22. Spoke to Amb. Ghorbal re: Pres. Murbarek, I passed on to NSC
23. Remember to call Eunice Shriver re: Medal of Freedom. 342-3500. Luncheon is tentatively set for March 26 at noon, we allow 4 guests. *Done*
24. MOF - spoke to Kimmitt, He recommends that we just leave Romulo alone. He received the medal, they don't want to draw attention to the WH. Do you OK.
- 2. B. Oglesby will notify Sen. Baker.
 - 3. State department will notify Egyptian government.
 - 4. I've notified Monsignor H. of Cardinal Cooke.
 - 5. Draft telegram is in the Read File.
25. NSC has decided to back off on Mubarek, they will notify Cap. *Does this mean they come in?*
26. Fred Ryan will put luncheon with Prince Philip on for May 21, issues luncheon will be cancelled.
27. RE: First Lady meeting with Prince Charles, Diana and baby Embassy contact will work on a meeting with all three and get back to me.

28. Spoke to Pete Metzger and he will work on condo for 2/10-14 and get back to you.
29. I spoke to Jay Moorhead and he will start looking into Olympics athletes and reelection. QUIETLY.
30. I called Chancellor Young at UCLA - 213/825-2151 and left word. They called back and said everything had been taken care of and didn't need your help.
31. Venezualan date passed to Gahl Hodges - May 15.
32. I spoke to Ed Allison in Laxalts office they will work on Amanda as a page on the Hill.

File

THE WHITE HOUSE

WASHINGTON

MEMO TO READ FILE from BILL SITTMANN

January 31, 1984

1. The event the First Lady is attending in Houston is the Houston Magic Circle Luncheon - GOP high rollers per Elaine.
2. Spoke to Lee V. He will get you the strategy for ~~the~~ *Line* item veto tomorrow.
3. Donna will set up meeting with Lee V. on 50 States Project. *Dr*
4. Fred Ryan will list Jan Mahan on Schedule when needed. ✓
5. Castine will get the report to you ref: PSI action in helping BLACK Artist - in the Read File. ✓
6. Fred Ryan is working on 3 week period before China trip in the Read File. ✓
7. Draft Schedule for Feb. 16 - 17th Olympic survey - in Read File.
8. Bobby has spoken to Speakes ref: press guidance on Limo. *and I*
9. Bob Kimmitt ~~will~~ send you a draft bilateral schedule for *you* the Summit. *when it's*
10. Bob Kimmitt will get to us tomorrow where we stand on staffing and expenses for the Vatican. ✓
11. Kimmitt will talk to Sec. Shultz ref: Senator Laxalt. ✓
12. RNC slide presentation will take place - ~~tomorrow~~ *Fr. 3:30*
13. Santa Barbara weather forecast is in the Read File. ✓
14. Lee will get campaign schedule ideas to you. ✓
15. Bill Wilson will meet with the Pres. Thurs. at 4:30 for 5 min. ✓
16. Fitz is waiting to get all pics back and then will present to you.
17. Kimmitt will talk to Wallis ref: down playing the trade issue.
18. I've spoken to Dennis LeBlanc. His company is paying his way out because he has business out there after we leave.

Jan. 31, 1984 Continued

*was 10 minutes
not 34!*

19. Craig Fuller ~~is~~ briefing , Will be in Family Theatre 3:00 - 3:34 PM for drop-by.
20. John Herrington has been manifested February 16 to L.A. *did you tell him*
21. TAD is compiling information on FS~~2~~ - Pol Ambassadors - in the Read File.
22. Spoke to Jennifer - message passed on Bill Love. Consula~~re~~ General Bermuda.
23. Spoke to Kathy O. about office change. She want, to talk with you.
24. ~~Jennifer will brief the VP about Bill Love for Con Gen . Bermud~~

File

THE WHITE HOUSE

WASHINGTON

January 30, 1984

MEMO TO THE READ FILE FROM BILL SITTMANN - January 30, 1984

- no need to call*
1. K.O. will talk to RR about call to Gov. Jim Thompson.
RE: Face the Nation. FYI RR spoke to him last nite.
 2. Henkel will send over list of speeches, toasts and remarks
READ FILE.
 3. National Journal article has been sent out to Wasserman,
Walker, Josephson, Hawley, Dilenschneider, Lewis, Murdock
Burson, Korn and Moore. *who's Moore* Group who received Wall St. Journal
article.
 4. PSI achievements in READ FILE ✓
 5. Henkel will talk to Bruce Jacobson ✓
 6. Donna Tuttle is off schedule, You may hear about this. ✓
 7. Spoke to Elaine. Mrs. R. is doing one event in March in
Houston. It is not a GOP womens event. *→ Houston Magic Circle Luncheon*
 8. Bio on Ernie Ford in the Read File. ✓ *Republican Dinner*
 9. List of Former Medal of Freedom winners in the READ FILE. ✓
 10. Bobby Dep will give us a report on the SOU night incident.
in the READ FILE ✓
 11. Hubert Humphrey - Spoke to Mrs. Humphrey re: the Medal
She says they would love it and we have heard nothing
more. I don't think they want to do it. *Discuss with me*
 12. MT says there are no commitments this year to Senate, House
governor races. *Wone? I can't believe*
 13. Kimmitt is checking SUK Bodinatnanyh Kura our ~~the~~ *Co* the year.
 14. Spoke to Galh Hodges, she'll spread the Cabinet members out.
 15. I think the picture to Henkel re: China is great. *2/1/84*
 16. Hold 4 - 18 - 84 for Haircut.
 17. NSC's preference for China advance is Bill MARTIN, They feel
that since CT is leaving it is not necessary and may even be
counterproductive.

MEMO FROM BS continued Jan. 30, 1984

18. Spoke to British Embassy, They will check on Prince Philip's Schedule.
19. Remember to talk with Fred Fielding RE: Kimmitt.
20. TAD is checking on Voight Penbertly. Apparently there is no position with DOT on West coast for a special rep. TAD doesn't know what he is talking about. except he made it known that he wants California.
21. Lee will make sure you see California Delegation before final selection.
22. Sen. Thurmond has backed off the Judgeship. You should talk to Baker. Lee already has.
23. Lee will talk to Mary Jane Wick.
24. *wilson* Per Lee, Pat Jacobson will be on National Strategy Group.
25. Gerstanzang interview in the READ File ✓
26. Elaine ~~doesn't~~ know nor does the First Lady know who Labovitz ~~is~~.

*Follow up
to see
her
letter
in writing*

Let B. Casey know