

**The original documents are located in Box 52, folder “President - Scheduling 1974 (1)” of the Philip Buchen Files at the Gerald R. Ford Presidential Library.**

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THE WHITE HOUSE  
WASHINGTON

Eva:

Please tell Doug  
not to hold out now  
any hope that the  
Pres. would do this.

Check with Frank  
Pagnotta as to how  
reply to this letter  
has been handled.

P.



OFFICE OF THE VICE PRESIDENT

WASHINGTON, D.C.

*Privacy*

8-9-74

Mr. Buchen:

RE: Enclosed invitation from the Computer and Business Equipment Mfgs Assn.

The Vice President has a prior commitment on Oct. 22 and 23, however present calendar indicates he will be in Washington on October 24.

Would you please advise what our disposition of this invitation should be.

Thank you

marba

*Phil-*

*It occurs to me that a "follow-up" speech on privacy would be appropriate plus remarks on the economy.*

*Should I handle? Hold out any hope?*

*Doug*



acc 22-24  
Sch

CBEMA

Peter F. McCloskey  
President

AUG 5 1974

August 2, 1974

The Honorable Gerald R. Ford  
Vice President of the United States  
Executive Office Building  
Washington, D. C. 20500

To Mr. Buchen  
WSR 8-6

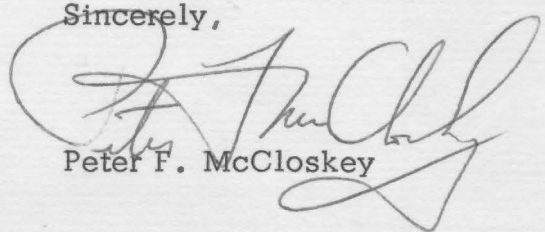
Dear Mr. Vice President:

The Annual Meeting of the Computer and Business Equipment Manufacturers Association will be held this year in Washington on October 22nd through 24th. Attending that meeting will be the leaders of our industry. A list of our member companies and our Board of Directors is enclosed for your information.

We would be most honored if you would consider addressing our group at a time most convenient to you during our Meeting. A statement of your philosophy on the privacy issue would be of unique interest to us.

We were privileged to have Mr. Philip Buchen attend our Spring Meeting this year and he advised us of your strong convictions in this area.

Sincerely,



Peter F. McCloskey

PFM/llh  
Enclosure



CBEMA MEMBER COMPANIES

A. B. Dick Company  
Acme Visible Records, Incorporated  
Action Communication Systems  
Addmaster Corporation  
Addressograph Multigraph Corporation  
AMP Incorporated  
Bell & Howell Company, Business Equipment  
Group  
Burroughs Corporation  
Control Data Corporation  
Dennison Manufacturing Company  
Dictaphone Corporation  
Digital Equipment Corporation  
Eastman Kodak Company, Business Systems  
Markets Division  
General Binding Corporation  
General Electric Company, Communications  
Systems Division  
GF Business Equipment, Incorporated  
Graham Magnetics  
Honeywell Information Systems, Incorporated  
IBM Corporation  
Itek Graphic Products  
K/Tronic, Incorporated  
Lanier Business Products, Incorporated  
Litton Industries, Incorporated  
3M Company  
Micro Switch Division, Honeywell Incorporated  
Moore Business Forms, Incorporated  
The National Cash Register Company  
North American Philips Corporation  
Olivetti Corporation of America  
Pitney Bowes  
Sanders Associates, Inc.  
The Singer Company, Business Machines Division  
Sperry Remington  
Sperry UNIVAC  
The Standard Register Company  
TRW Data Systems  
UARCO, Incorporated  
Unicom Systems, Incorporated  
Victor Comptometer Corporation  
Xerox Corporation



CBEMA BOARD OF DIRECTORS

Chairman

WARREN R. ROTHWELL, President  
General Binding Corporation

FRED T. ALLEN, President  
Pitney Bowes

WILLIAM S. ANDERSON, President  
The National Cash Register Company

RICHARD O. BAILY, President  
The Singer Company, Business Machines Division

DAVID W. BARR, President  
Moore Business Forms, Inc.

ALBERT C. BUEHLER, JR., Chairman of the Board  
Victor Comptometer Corporation

CHARLES L. DAVIS, President  
Addressograph Multigraph Corporation

WALLACE C. DOUD, Vice President  
International Business Machines Corporation

HENRY S. FORREST, Senior Vice President, Government Relations  
Control Data Corporation

NELSON S. GIFFORD, President  
Dennison Manufacturing Company

WILLIAM F. GLAVIN, President, Business Development Group  
Xerox Corporation

RAYMOND H. HERZOG, President  
3M Company

GUIDO LORENZOTTI, President  
Olivetti Corporation of America

PAUL S. MIRABITO, President  
Burroughs Corporation



CBEMA Board of Directors, Continued

RALPH H. O'BRIEN, Executive Vice President  
Litton Industries, Inc.

GERALD G. PROBST, President  
Sperry UNIVAC

CLARENCE W. SPANGLE, Executive Vice President  
Honeywell, Inc.

JOHN C. STETSON, President  
A. B. Dick Company

Ex Officio Officers:

T. A. SPAIN, Director, Industry Relations  
International Business Machines Corporation

G. RUSSELL KNERR, JR., Director of Marketing  
AMP Incorporated



checked

No reply  
has been  
prepared

---

advised

Carole

Stankov





THE WHITE HOUSE  
WASHINGTON

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OFFICE OF THE VICE PRESIDENT  
WASHINGTON, D.C.

*way*

8-9-74

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CBEMA

Peter F. McCloskey  
President

AUG 5 1974

August 2, 1974

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To Mr. Buchen  
WSR 8-6

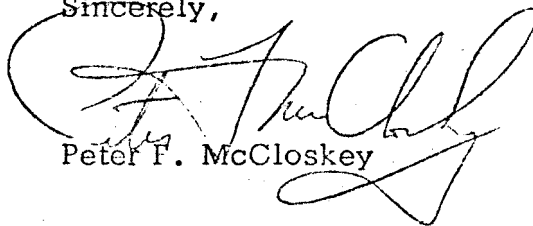
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Sincerely,



Peter F. McCloskey

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3M Company  
Micro Switch Division, Honeywell Incorporated  
Moore Business Forms, Incorporated  
The National Cash Register Company  
North American Philips Corporation  
Olivetti Corporation of America  
Pitney Bowes  
Sanders Associates, Inc.  
The Singer Company, Business Machines Division  
Sperry Remington  
Sperry UNIVAC  
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International Business Machines Corporation

G. RUSSELL KNERR, JR., Director of Marketing  
AMP Incorporated

8/24/74

To: Bill Baroody

From: Phil Buchen



THE WHITE HOUSE

WASHINGTON

August 15, 1974

MEMORANDUM FOR: PHIL BUCHEN

FROM: BILL BARODY, JR. 

Chairman Ray Garrett of the Securities and Exchange Commission called about <sup>who</sup> Phil Loomis. As you know, Loomis has been reappointed as an SEC Commissioner, was a classmate of President Ford's at Yale, and I believe is a close friend.

Garrett is raising the question whether the President would entertain any thought of participation in Loomis' swearing-in ceremony. Tentative plans call for the swearing-in for next week.

Any possibility?

YES \_\_\_\_\_

NO \_\_\_\_\_

MAYBE X but not likely, as  
we discussed 8/23  
P.W.B.





THE WHITE HOUSE  
WASHINGTON

Eva:

Please ask  
Warren Rustand  
how he thinks  
I should respond  
to this.

P.



THE WHITE HOUSE  
WASHINGTON

8/31/74

To: Mr. Buchen  
From: Eva

When this call came  
in the other day, I  
checked and it was  
suggested a letter  
should be sent to  
Mr. Rustand -----  
see attached as requested.

*OK to file*





**OFFICERS  
& BOARD MEMBERS**

President GAYLE CARSON  
Charm Modeling Agency  
333 Alcazar Avenue  
Coral Gables, Florida 33134

1st V.P. MARGARET CORNELL  
Flair Career College  
9301 Candelaria, N.E.  
Albuquerque, N. Mexico 87112

2nd V.P. ELEANOR FULCHER  
Eleanor Fulcher Ltd.  
667 Yonge Street  
Toronto 5, Ontario, Canada

Secy. BETTY RASNIC  
Rasnic's Finishing School  
2400 Merchant Drive, N.W.  
Knoxville, Tennessee 37919

Treas. ARTHA WOODS  
Artha-Jon School of Modeling  
1937 E. 89th Street  
Cleveland, Ohio 44106

Parl. GEORGETTE K. CALLAS  
John Robert Powers School  
203 S. W. 9th Avenue  
Portland, Oregon 97205

**BOARD MEMBERS**

LEONARD BASKIN  
John Robert Powers School  
of Hawaii, Inc.  
1270 Queen Emma St.,  
Suite 504  
Honolulu, Hawaii 96813

DAWN DOYLE  
John Robert Powers School  
1237 E. Las Olas Blvd.  
Fr. Lauderdale, Florida 33301

BLAINE GAUSS  
Patricia Stevens School  
222 E. Polk & Franklin  
Tampa, Florida 33602

MILLIE LEWIS  
Millie Lewis Modeling  
Finishing School & Agency  
3128 Carlisle Street  
Columbia, So. Carolina 29205

DAVE MEEKER  
Fashion 70, Inc.  
207 Shroyer Road  
Dayton, Ohio 45419

GARRY ROSS  
John Robert Powers School  
220 Miracle Mile  
Coral Gables, Florida 33134

August 28, 1974

Dear Mr. Rustand,

Mr. Buchen's office suggested that I send the enclosed letter to President Ford via your office.

Enclosed is a membership roster of our Association. Since this list was published at least fifteen new members have been added, and there are thirty applications being processed now.

The Association has been growing in stature every year, and the New York Convention has been increasing in attendance every year. Most of the delegates are women, and they come from all over the country, as far afield as Guam and Puerto Rico.

This year we would like to honor Mrs. Eileen Ford, whose husband coincidentally is named Gerald, and known throughout the industry as Jerry Ford. Indeed, at this time, the name "Ford" is the biggest in modeling, and has been for many many years.


Since the President has more than a passing acquaintance with modeling, we hope that he will consider making an appearance at the 1975 meeting. Should this materialize, we could certainly guaranty an audience of some 2200 for the occasion, the Convention delegates plus leaders from advertising agencies, magazines, newspapers, television, and the creative arts such as photography and illustration all of whom have worked with the Ford Agency over the years. It could be a very important gathering.

To make it even more of an "old home week" affair, I have suggested that Candy Jones, herself a great figure in the history of modeling, and a friend of the President, could make the introduction.

The dates of the Convention are March 26-30th. I would suggest the night of Wednesday the 26th, or Thursday the 27th, as being the most suitable in that pre-Easter week.

Thank you for your consideration, and I hope to have some early indication from you as to the possibility of this proposal coming to pass.

Yours very sincerely,

  
Peter Glenn  
Executive Director

Encl.  
CC: Mr. Philip Buchen -White House ✓

Mr. Warren Rustand  
The White House  
Washington DC 20050



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GARRY ROSS  
John Robert Powers School  
220 Miracle Mile  
Coral Gables, Florida 33134

August 28, 1974

My dear Mr. President,

First let me say, as a Democrat originally from Mississippi, how pleased I am that you are at 1600 Pennsylvania Avenue.

Second, as Executive Director of the Modeling Association of America, I extend you the invitation to address this group's annual convention at the Waldorf-Astoria in New York March 26-30, 1975.

M.A.A. is a non-profit organization designed to promote the standard's of modeling schools and modeling agencies throughout the country. There are some 500 such schools in the United States, and at this writing close to 150 are members of this 13 year old organization. Unfortunately, many so called modeling schools are of dubious value. The primary purpose of our organization is to set standards in the field.

At our 1975 Convention we plan to honor Mrs. Eileen Ford, head of Ford Models, Inc., an agency here in New York, for her tremendous contribution to the field of modeling over the last 25 years. Besides the convention delegates, (we anticipate at least 900 from all over the country, mostly women), we are asking leaders in advertising, commercial television, and all phases of the media.

I suggest that the convention might present a unique opportunity to address this element of the business community.

It would be a very festive and decorative occasion, certainly, and it would give me a great pleasure to ask my friend Candy Jones to introduce you.

I hope that your schedule will allow your participation in some way.

Thank you, Mr. President, for your consideration.

Respectfully,

Peter Glenn  
Executive Director

The Honourable Gerald R. Ford  
President of the United States  
The White House  
1600 Pennsylvania Avenue  
Washington DC 20050



17 E. 48th St.



Wendy Kuper Associates, Inc.

100 W 48th St

NEW YORK, N. Y. 10017

Mr. Philip Buchan ←  
THE WHITE HOUSE  
1600 Pennsylvania Ave.  
Washington, DC 20050



PHONE NO.  
CODE/EXT.

← PLEASE CALL

IS WAITING TO SEE YOU

WILL CALL AGAIN

WISHES AN APPOINTMENT

RETURNED YOUR CALL

MESSAGE

*Suggested  
to write ltr*

*to  
Rustand*

TIME

RECEIVED BY

62-108

9-0-1968-42-15-0041-1-100-000

STANDARD FORM 63  
REVISED AUGUST 1967  
GSA FPMR (41 CFR) 101-11.6

(212) 688-7940

Peter Glenn

of [unclear] [unclear]

94 - [unclear] - NY

3:05

96 [unclear] [unclear]  
n. i. 9. [unclear]

71, 05 [unclear]

601-901-21  
Buchanan

[Large scribble]



220, Candy Jones

[unclear]

[unclear]

[unclear]

Mary Bowlings

Mr.  
Warren Bristand  
in the W.H.





9/9/74

President  
Scheduling  
Invitation  
(Robert Anthony)

To: Warren Rustand

From: Eva

Mr. Buchen asked me to  
get this back to you and  
advise that he doubts the  
President should do this  
one.



THE WHITE HOUSE  
WASHINGTON

Eva:

Advise that I  
doubt the Pres.  
should oblige.

J.



MEMORANDUM

THE WHITE HOUSE

WASHINGTON

September 4, 1974

MEMORANDUM FOR: PHIL BUCHEN  
FROM: WARREN RUSTAND *WR*  
SUBJECT: Swearing-in Ceremony for  
Robert A. Anthony

I would appreciate having your comments and recommendation  
on the attached request. Thank you.



ADMINISTRATIVE CONFERENCE OF THE UNITED STATES

2120 L STREET, N.W., SUITE 500  
WASHINGTON D.C. 20037

OFFICE OF  
THE CHAIRMAN

August 28, 1974

Mr. David Parker  
Special Assistant to the President  
The White House

Dear Mr. Parker:

As you may know, I have recently been appointed Chairman of the Administrative Conference of the United States. My commission was signed by the President on August 23, and was delivered to me yesterday.

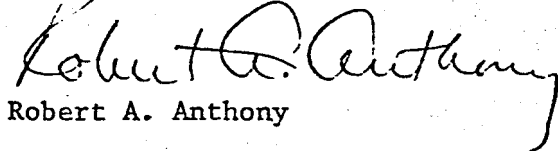
Justice Rehnquist has graciously indicated his willingness to administer the oath at a formal swearing-in ceremony.

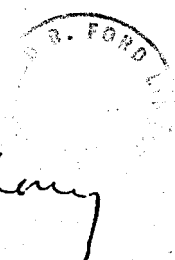
I am writing to ask if the ceremony can be scheduled to take place at the White House, and if the President might wish to attend.

As his calendar now stands, Justice Rehnquist will be available on September 9, 16, 18, 19 or 20.

I greatly appreciate your consideration of this matter.

Sincerely yours,

  
Robert A. Anthony



9/16/74

**To: Warren Rustand**

**From: Phil Buchen**

**Kindly note discrepancies between your letter and Terry's. Suggest a corrective further reply, with copy to me.**





# National Association of Independent Insurance Adjusters

(312) HA 7-7965

175 WEST JACKSON BOULEVARD

CHICAGO, ILLINOIS 60604

September 9, 1974

P. O. Box 1380  
Lansing, Mich. 48904

Mr. Terrence O'Donnell  
Deputy Special Assistant  
to the President  
The White House  
Washington, D. C. 20500

Dear Mr. O'Donnell:

Thank you very much for your letter of August 26, 1974.

We are elated over the possibility that the President may be able to address our Convention in May of 1975.

We certainly will recontact your office around mid-March of 1975 with the hope, of course, that he will be able to appear.

Sincerely yours,

  
T. M. Kelly

TMK:js

cc: Mr. Philip W. Buchen ✓  
cc: Mr. George W. Loomis  
cc: Dr. William B. VerMeulen  
cc: Mr. John D. B. Luyendyk

Blind P. S. to Mr. Buchen - John Luyendyk asked me to give you his kindest personal regards and suggested that Mr. Jerold F. terHorst or Mr. Bill Seidman could help us. George suggested that I write the above letter to Mr. Terrence O'Donnell and hope for the best. Can you advise whether or not this letter from Terrence O'Donnell has any significance? Or is there just a mix-up in communications? I would like to hope that this is a new development and that there is some chance that the President will appear at our Convention.



THE WHITE HOUSE  
WASHINGTON

August 26, 1974

RECEIVED

AUG 30 1974

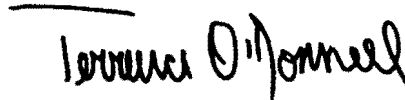
Dear Mr. Kelly:

I have been asked to acknowledge and thank you for your letter to the President inviting him to attend the National Association of Independent Insurance Adjusters Convention to be held in May.

The President is most appreciative of your thoughtfulness of him. I know you will understand, though, it is not possible to commit his schedule for a date so far into the future. He will be pleased to have you renew your invitation around mid-March and at that time give it careful consideration in light of the schedule for May.

With best wishes,

Sincerely,



Terrence O'Donnell  
Deputy Special Assistant  
to the President

Mr. Thomas M. Kelly  
President  
National Association of  
Independent Insurance Adjusters  
175 West Jackson Boulevard  
Chicago, Illinois 60604



THE WHITE HOUSE

WASHINGTON

August 23, 1974

Mr. Thomas M. Kelly, President  
National Association of  
Independent Insurance Adjusters  
P.O. Box 1380  
Lansing, Michigan 48904

Dear Mr. Kelly:

In light of the recent change of Office, it has become necessary to carefully review President Ford's schedule of activities. While it was hoped that many of his invitations could be accepted, it will not now be possible for him to accept your invitation to address the National Association of Independent Insurance Adjusters at the Association's Annual Convention to be held at Colorado Springs, in May of 1975.

We hope you understand the circumstances which necessitate this decision. The President thanks you again for your kind invitation and sends his best regards.

Sincerely,



Warren S. Rustand



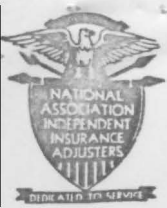
REC'D AUG 10 1974

National Association of Independent Insurance Adjusters *PWB*

(312) HA 7-7965

175 WEST JACKSON BOULEVARD

CHICAGO, ILLINOIS 60604



August 9, 1974

P. O. Box 1380  
Lansing, Mich. 48904

Mr. Warren S. Rustand  
Director of Scheduling  
Office of the Vice President  
Room 263, Old Executive Office Building  
Washington, D. C. 20500

Dear Mr. Rustand:

I attempted to telephone you in an effort to convey my and our Association's best wishes and congratulations to our new President of the United States.

I certainly realize that the assumption of his new duties will put a tremendous strain on him and will probably cause much reshuffling of his schedule. I appreciate also the fact that you, personally, are probably undergoing tremendous strain in this regard.

It is my fondest hope that President Ford will still consider appearing at our convention at Colorado Springs, Colorado in May of 1975. We, of course, realize that there are many more important dates for President Ford to be thinking about rather than our little Association's meeting, however, our group does epitomize the small businessman and President Ford's appearance at our convention might just possibly be symbolic and give small businessmen all over this nation some tangible evidence that they are thought of and have some importance.

Once again, if there is anything at all that can be done to help us, I know that members of our Association will be extremely grateful.

Again, extend our congratulations and assure President Ford of our every support.

Sincerely yours,

*T. M. Kelly*

T. M. Kelly

TMK:js

- cc: Mr. Philip W. Buchen -Law, Buchen, Weathers, Richardson & Dutcher
- cc: Mr. George W. Loomis
- cc: Dr. William B. VerMeulen
- cc: Mr. John D. B. Luyendyk - Luyendyk, Hainer, Edens, Hathaway & DeJong



P. S. to Mr. Buchen - Dear Mr. Buchen: George Loomis has long been a friend of mine and I appreciate his getting me in touch with you in regard to helping us with this matter. I want to thank you for your efforts on our behalf. They

re certainly appreciated.

✓ DED

note that one of the members of your firm is a Mr. Dutcher. I wonder if that is Dave Dutcher that used to be associated with the Luyendyk firm in Grand Rapids. If it is, will you convey my kindest personal regards to him?

President  
Scheduling

Tuesday 9/17/74

11:35 Mr. Areeda:

Mr. Buchen indicated to the Scheduling Office (see attached) that it would be best for you to meet with Philip Cohen. Mr. Cohen has now called to request an appointment.

Jay has ascertained that Mr. Cohen will be at the Justice Dept. all day until 5 o'clock (today, Tuesday 9/17) -- with the exception of a 3 o'clock with Bill Casselman. 386-3225 Ext. 4242

Mr. Cohen will be available until Thursday. Is staying at the Quality Inn on Capitol Hill.

Eva

*No need to see  
Mr. Cohen after  
seeing Bill  
Casselman  
JWB agreed*



DOJ -  
386-3225 - all day @ 5:15  
Quality time on Capitol Hill  
3.00 meals w/ Casselman  
available until Thursday

9/16/74

To: Mary Rawlins

From: Jay French

Mr. Buchen thinks it would be best for Philip Cohen to meet with Phillip Areeda of our staff. Please have Mr. Cohen call me.



*Invt  
President*

September 17, 1974

**MEMORANDUM FOR:** Warren Rustand  
**FROM:** Philip Buchen  
**SUBJECT:** Suggested dinner given by the  
President for those on  
probation from prison.

I do not believe this is the best event for the President to do although there is perhaps merit in considering whether some other course is available. Would this be something the Attorney General would like to consider?

J. French:ed



THE WHITE HOUSE  
WASHINGTON

Date: September 14, 1974

MEMORANDUM FOR: ✓ PHILIP BUCHEN  
GEOFF SHEPARD

FROM: WARREN RUSTAND  
~~DAVID PARKER~~

RE: Suggestion from Jeff Jakmides, Probation  
Coordinator in Alliance, Ohio, that President  
give a dinner for 100 or so ex-cons who are  
now working and enjoying the benefits of  
a free society.

The attached is being sent to you for your advice and  
recommendation.

Would you advise as soon as possible.

Thank you.

COMMENTS:

17

# The Alliance Municipal Court

PROBATION DEPARTMENT  
470 EAST MARKET STREET  
PHONE 823-6181  
ALLIANCE, OHIO 44601

JOHN A. THOMAS  
JUDGE

September 6, 1974

JEFF R. JAKMIDES  
PROBATION COORDINATOR

RE

President Gerald T. Ford  
1600 Pennsylvania Ave.  
Washington, D.C.

Dear Mr. President:

I realize you are very busy, but would you consider giving a dinner for 100 or so ex-cons who are now working and enjoying the benefits of free society.

I think this would bring to the attention of the public and potential employers that there are men who have come out of prison willing to help themselves.

It would also help probation personnel like myself to reach men in jail, and give these men some extra hope.

The 1970's is the decade for improving corrections and you could really give the movement a shot in the arm.

Thank you for your consideration.

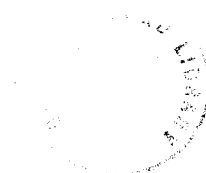
Sincerely,

*Jeff Jakmides*

Jeff Jakmides  
Probation Coordinator

JJ:sk

*I like this idea - staff to Geoff Shepard  
Phil Bucher*



9/17/74

To: Warren Rustand

From: Jay French

Re request of Sons of the  
American Revolution to present  
membership and gift.



MEMORANDUM

THE WHITE HOUSE  
WASHINGTON

September 14, 1974

MEMORANDUM FOR: → PHILIP BUCHEN  
WM. CASSELMAN

FROM: WARREN RUSTAND

SUBJECT: Sons of the American Revolution  
Request to present Membership and Gift

I would appreciate having your comments and recommendation on both the membership and gift suggestion.

Thank you.

Warren—

Generally, the President accepts a limited number of memberships/chairmanships. These organizations are pretty well set, eg. Boy Scouts, et al. Therefore, we advise against acceptance unless of course the President would like to —

Shortly Mr. Buchen will probably discuss a list of proffered memberships with the President so, you might want to hold up.

As to proclaiming figurine, the President could accept this gift ~~on~~ behalf of the American People but not personally.

Please let us know what action is taken

Jay



THE WHITE HOUSE  
WASHINGTON

September 5, 1974

*Week of 23<sup>rd</sup> 5 min  
work*

TO: WARREN RUSTAND  
FROM: MILDRED LEONARD  
RE: APPOINTMENT WITH THE PRESIDENT.

Don Baldwin phoned today to advise that the Sons of the American Revolution would like to personally present the President with his certificate of membership together with a personal gift to him.

Gift is a bisque porcelain figurine depicting the signing of the Declaration of Independence and is valued at \$4,000.

Would like to have following people make presentation:

- (1) Dr. M. Graham Clark, National President General of SAR and President of College of the Ozarks
- (2) Mr. Marion H. Crawler, immediate Past President General of SAR and an attorney in Detroit, Michigan.
- (3) Dr. Warren Woodward, Executive director SAR.
- (4) Mr. Don Baldwin -prominent Virginia Republican well known to President.

Mr. Baldwin arranged for the President's membership.  
Mr. Baldwin's phone is 223-6850

*Scheduling  
President  
Invitation*

September 20, 1974

**To: Warren Rustand**

**From: Phil Buchen**

**Please see letter attached  
pertaining to an event for  
the President.**



THE WHITE HOUSE

WASHINGTON

September 18, 1974

Dear Tom:

It was good to hear from you and to have your favorable comments about the President's actions.

I'll be glad to put a copy of your letter in the hands of Mr. Ford's appointment secretary.

All best wishes.

Most sincerely yours,



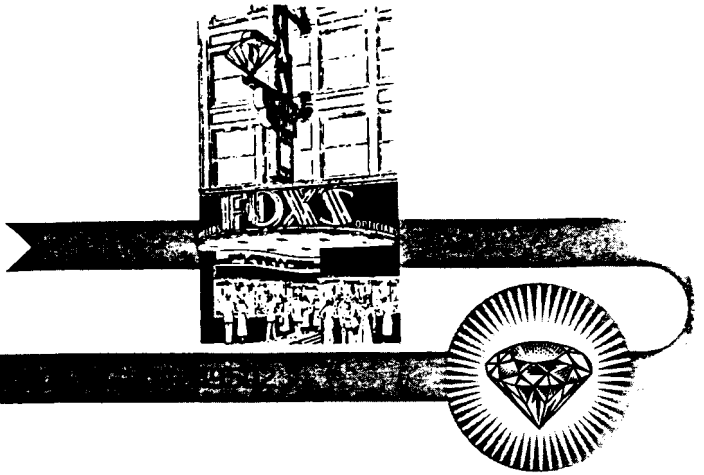
Philip W. Buchen  
Counsel to the President

Mr. Thomas S. Fox  
Fox's Jewelers  
83 Monroe Avenue  
Grand Rapids, Michigan 49502



# FOX'S Jewelers

LEADING JEWELERS SINCE 1917



83 MONROE AVENUE - GR

September 10, 1974

FOX'S  
SELL MORE DIAMONDS  
THAN ANY JEWELER  
IN GRAND RAPIDS

Mr. Phillip W. Buchen  
% Office of Telecommunications Policy  
Room 740  
Executive Office of the President  
Washington, D.C. 20504

Dear Mr. Buchen;

It must be very thrilling for you to be working with your long time friend who is now President of this great country. I've also watched with pride as President Ford has taken over this office. I'm glad to see that he is not afraid to do what he feels is right regardless of public sentiment. I personally am in complete accord with his handling of the Nixon situation, even though I feel his timing was a little off.

I would like to ask a slight favor of you. The Retail Jewelers of America, of which I am a past Vice-President, have asked if there is any possibility of the President and Mrs. Ford to attend either their Spring or Fall International Trade Fair and Convention. I know that large volumes of mail do arrive at the White House daily and would appreciate it if you could give me the name of the President's personal secretary who I could contact regarding this. If you could send me this information I would be most indebted to you.

With best personal regards,

*TOM*

Thomas S. Fox

TSF/laa

cc: Phillip Buchen's Grand Rapids Office



16/22+23



OFFICE OF THE PRESIDENT

CAMBRIDGE, MASSACHUSETTS 02139

September 20, 1974

The Honorable Philip W. Buchen  
Counsel to the President  
The White House  
Washington, D. C.

Dear Mr. Buchen:

The Association of American Universities, an association of the major graduate (and research) universities of the United States, meets in Washington on October 22 and 23. The meeting is attended by the presidents of the member universities.

In the past, the President of the United States has occasionally invited the group to the White House for a discussion about national higher education and research problems. It has occurred to me that President Ford might find an opportunity to meet with this group both interesting and extremely useful.

The AAU has a Washington Office and an Executive Secretary, Mr. Charles Kidd.

Incidentally, the recent Chairman of the group has been Dr. Robben W. Fleming, President of the University of Michigan.

Sincerely yours,

Jerome B. Wiesner  
President

JBW/jh

THE WHITE HOUSE

WASHINGTON

September 20, 1974

MEMORANDUM FOR: ALEXANDER HAIG

FROM: WARREN RUSTAND *WR*

SUBJECT: Request for early approval on Presidential schedule

This is to request early approval on the following schedule items.

Monday, September 30

10:00 a. m.

Open International Monetary Fund meeting. Secretary Simon recommends as an excellent opportunity for the President to offer his views and philosophy about the U. S. role in the world economy before a distinguished and representative audience of finance ministers and bank governors from 126 nations. This would be particularly important and appropriate following the Economic Summit and United Nations Address.

Approve  Disapprove \_\_\_\_\_

3:00 p. m.  
(90 min)

Photo session for Non-Incumbent Republican Candidates. Dean Burch recommends.

Approve  Disapprove \_\_\_\_\_

9:00 p. m.

With Mrs. Ford and the family, attend the Redskins-Denver football game the evening of September 30. George Allen has invited the President to use his box. Half-time interview with Howard Cosell before an expected viewing audience of over 30 million people is suggested. Interview would be limited to sports, including a discussion of the President's college and high school football experiences.

Approve  Disapprove \_\_\_\_\_

*T.W.B.*



Friday 9/20/74

12:40 We receive copies of the advance scheduling notices from Rustand to General Haig.

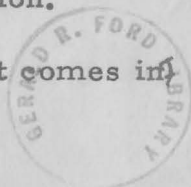
I have been putting them in a file in your box -- but I don't think you have looked at them too often.

We have just received one for immediate scheduling disposition and a request for early approval ---- which I have put on top of the folder.

It may be that you would want to glance at these when they come in, so you can make your decisions known -- if there may be a reason for or against a particular decision.

O. K. \_\_\_\_\_ (If so, I will put a red tag on it when it comes in)  
(I should see them immediately)

Don't need to comment on the scheduling decisions \_\_\_\_\_





THE WHITE HOUSE

WASHINGTON

September 20, 1974

MEMORANDUM FOR: ALEXANDER HAIG  
FROM: WARREN RUSTAND  
SUBJECT: Immediate Schedule Decision

Senator Bill Scott is hosting a party this evening for many of the conservative Republican Members of the Senate.

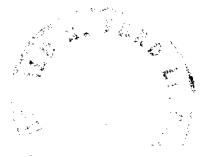
It may be important to the President to drop by at this party and have a drink with the Senators. Many of them have questions about the tact of recent Presidential decisions and potential decisions on legislation pending. It is important that the President solidify his support in the conservative community of the Senate and this would be a very pleasant way of doing it.

Bill Timmons indicates strong interest in having the President do this dropby. It is an informal buffet supper (country music - country clothes) starting at 7:00 p.m. - 3930 W. Ox Road, Fairfax, Virginia.

Will do dropby \_\_\_\_\_

Will not \_\_\_\_\_

*Would recommend*  
*R.*



THE WHITE HOUSE  
WASHINGTON

September 20, 1974

MEMORANDUM FOR: PHILIP BUCHEN

FROM: WARREN RUSTAND *WR*

SUBJECT: Presidential Meeting with Board of Directors  
of the National Council of Community World  
Affairs Organizations, October 9, 10, or 11

I would appreciate your advice and recommendation on the attached request from Marie Jay Cady, Executive Director, World Affairs Council, Grand Rapids.

Many thanks.

*Do not think  
it is important —  
suggest someone  
else go, such as Jack  
Marsh, as emissary  
of President.  
P.*

NATIONAL SECURITY COUNCIL  
WASHINGTON, D.C. 20506

3791

September 18, 1974

~~MEMORANDUM FOR WARREN RUSTAND~~

~~FROM:~~ Jeanne W. Davis *JWD*

~~SUBJECT:~~ Request that the President Meet with Board of Directors  
of the National Council of Community World Affairs  
Organizations in October

~~In response to your August 30 memo, neither State nor the NSC staff  
believes that a Presidential appointment is warranted on substantive  
foreign policy grounds. However, there may be other personal and/or  
domestic reasons to consider such a meeting, and we suggest that you  
consult with the domestic side.~~



10-9

WORLD AFFAIRS



ARE YOUR AFFAIRS

10-10-1

T/D \_\_\_\_\_

SCHEDULE BD. \_\_\_\_\_

DATE RECEIVED

AUG 28 1974

TELETYPE MESSAGE \_\_\_\_\_

SPEAKERS BUREAU \_\_\_\_\_

7-5-5

August 24th 1974

DEPARTMENT OFFICE

# World Affairs Council

FEDERAL SQUARE BUILDING • GRAND RAPIDS, MICHIGAN 49502  
PHONE 458-9535

President Gerald R. Ford  
The White House  
1600 Pennsylvania Avenue  
Washington, D.C.

Dear Mr President:

On October 9, 10 and 11 the Board of Directors of the National Council of Community World Affairs Organizations, of which I am a member, will meet in Washington.

Purpose of the meeting will be a briefing on international affairs at the State Department and a meeting with international correspondents covering foreign affairs.

This group of ten executives represent approximately 60 national World Affairs organizations, all of which work closely with the Department of State and other government and private international organizations in promoting programs concerned with foreign affairs.

If your busy schedule would allow it, the board would consider it a great privilege to have a very brief meeting with you to express its pleasure in your administration - and the fact that for many years the World Affairs Council of Grand Rapids has counted you one of its most interested and enthusiastic members.

Sincerely,

Marie Jay Cady  
Executive Director

THE WHITE HOUSE

WASHINGTON

September 21, 1974

MEMORANDUM FOR: ALEXANDER HAIG  
FROM: WARREN RUSTAND *WR*  
SUBJECT: Monday, September 23, Schedule

Cong. Jack Kemp (R-NY) has requested an opportunity to bring Bart Starr, former Green Bay Packers' Quarterback, and his eleven-year-old son, Brett, in to see the President briefly. Starr will be in town this weekend to announce the Redskin-Cardinal football game and will stay over Monday to visit with Kemp, a former pro quarterback and longtime friend. I think the President would enjoy a 5-minute break on Monday afternoon following his meeting with the French Foreign Minister. (Timmons recommends)

Approve *PWB* Disapprove \_\_\_\_\_

MEMORANDUM

*WJ*

THE WHITE HOUSE  
WASHINGTON

September 25, 1974

MEMORANDUM FOR: PHILIP BUCHEN  
FROM: WARREN RUSTAND  
SUBJECT: Proposal that the President meet with  
Cong. Moorhead and Cong. John Erlenborn -  
re Executive Privilege

I would appreciate having your comments and recommendation on the attached.

Thank you.



THE WHITE HOUSE  
WASHINGTON

SCHEDULE PROPOSAL

Date: September 23, 1974  
Thru: William Timmons  
Max Friedersdorf *m.f.*  
From: Vern Loen *VL*  
Via: Warren Rustand

*Staff to Phil Buchen*

EVENT: Meeting with Chairman William S. Moorhead of the House Foreign Operations and Government Information Subcommittee and Rep. John Erlenborn, R-Ill., ranking minority member.

DATE: As soon as possible

PURPOSE: To discuss the President's policy in regard to the use of Executive Privilege.

PARTICIPANTS: The President  
Chairman Moorhead  
Rep. Erlenborn  
Counsel Philip Buchen  
Max Friedersdorf (Staff)

FORMAT: - The Oval Office  
- 20 Minutes

BACKGROUND: 1. The Government Operations Committee has approved H. R. 12462 cosponsored by Reps. Moorhead, Erlenborn and others. Called the Freedom of Information Act, it would require the Executive to make information available to the Congress under certain circumstances.

2. This legislation is expected to come before the House Rules Committee as early as next week with House floor consideration anticipated before the October recess.

3. By letter dated August 13, 1974, Chairman Moorhead and Mr. Erlenborn requested a meeting with the President prior to any exchange of correspondence on the use of Executive Privilege in his Administration. They also want to know his position on H. R. 12462, which has been under study by Counsel Buchen.