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I don't believe
that HAK can
be there that late
on Wed.

If he can be there
early I suggest we start
with Foreign Trip.
If not, I will
handle.

THE WHITE HOUSE

WASHINGTON

ACTION

December 8, 1975

MEMORANDUM FOR THE PRESIDENT

FROM: JAMES E. CONNOR
SUBJECT: CABINET MEETING AGENDA

The Cabinet meeting is scheduled for Wednesday, December 10th, at 11:00 a.m. The proposed agenda concentrates heavily on items relating to the campaign.

1. As you will recall, Bo Callaway had been scheduled to brief the Cabinet on campaign progress prior to your departure for China. That meeting was subsequently cancelled. Do you wish to have Bo make the presentation at this meeting. (45 minutes)

YES RC7 NO _____

2. Secretary Morton has sent the attached letter (Tab A) regarding support for campaign activities to select members of the Cabinet. You may wish to have him make some follow-up remarks on the subject at this meeting. (10 minutes)

YES RC7 NO _____

3. Phil Buchen is prepared to brief the Cabinet members on legal questions regarding their participation in campaign related activities. In line with the other items on the agenda, you might wish to have Phil present this briefing. (30 minutes)

YES RC7 NO _____

4. In addition to the discussion on campaign related activities, two other items might be appropriate for Cabinet discussion at this

cc to Eleanor

meeting. These are:

1. A debriefing by you and Secretary Kissinger on the China trip. (15 minutes)

YES MCZ NO _____

2. A briefing by Jim Lynn on the status of the budget process. (15 minutes)

YES MCZ NO _____

Attachment

November 13, 1975

Dear Carla:

In the next few months the efforts to raise the funds necessary for the President's nomination campaign must be intensified. Under the limitations of the new election law these efforts to be successful must be tightly organized and broadly based.

I have been asked to pull together a pool of Cabinet and sub-Cabinet people who are not otherwise restricted from political activity who can collectively commit to participate on their own time in 100 or more appearances for President Ford dinners, receptions and lunches. These events will be held during the next 120 days.

The members of the pool for "Operation 100" will hopefully include all Cabinet members with the exception of the Secretaries of State and Defense and the Attorney General. I think we can each personally commit to seven or more appearances. In addition, each of us should request, based on their qualifications, sub-Cabinet members from our own Department to collectively commit to an additional eight events bringing each agency's total to fifteen.

The time of these events will be worked out after we have each made our commitments. The scheduling will be arranged from the President Ford Committee (PFC) office to fit, as much as possible, the convenience of the Cabinet participants.

I am asking you to pledge seven appearances on the President's behalf. Please let me know your response as soon as possible and who else from your agency will participate.

Yours sincerely,

Rog Morton
Rogers C. B. Morton

The Honorable Carla Hills
3125 Chain Bridge Road
Washington, D.C. 20016