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THE WHITE HOUSE
WASHINGTON

January 5, 1976

MEMORANDUM FOR THE PRESIDENT

FROM: JAMES E. CONNOR *JEC*

SUBJECT: CABINET AGENDA JANUARY 7, 1976

You may wish to consider several items for the Cabinet Meeting agenda.

- 1. Introductory Remarks: When you returned from Vail you chaired the Senior Staff Meeting and made remarks in which you described your outlook for the upcoming year. You may wish to take this opportunity to make remarks of the same general nature to the Cabinet. 10 minutes.

Approve _____

Disapprove _____

- 2. Dick Cheney suggests that the Cabinet would be an appropriate forum to discuss the Spokesmen's Program that is being developed with the PFC. The presentation would consist of some brief introductory remarks by you, a reiteration by Phil Buchen on what kinds of speaking activities are appropriate for Cabinet officers, and a detailed presentation by Dick Cheney on the scope of the spokesmen's program and the expectations we have for Cabinet participation. 30 minutes.

Approve *MC* *with modifications*

Disapprove _____

- 3. You may recall that last January Jack Marsh summarized the prospects for the upcoming session of the Congress and indicated directions for Administration strategy. You may wish to have Jack make another presentation to the Cabinet along these lines at this meeting. 30 minutes.

Approve *MC*

Disapprove _____

Refer
Just after 30TV

** LAST*
Refer
Cheney

** Give special instructions, see me.*
Jack

4. This will be the last Cabinet meeting before your budget is released. It may be useful for you and for Jim Lynn to indicate the necessity for Cabinet officers and their subordinates to support the budget both on and off the record as well as in testimony. 10 minutes.

Approve WRT

Disapprove _____

5. It might be appropriate at the beginning of the year to ask Alan Greenspan to review economic activity to date and to brief the Cabinet on the economic outlook. 15 minutes.

Approve WRT

Disapprove _____

6. Brent Scowcroft has suggested that a review of the effect of recent decisions on the Arab Boycott would be useful since these cover both foreign policy and domestic concerns. If you approve, Brent and Phil Buchen would be prepared to make a presentation. 15 minutes.

Approve _____

Disapprove _____

First. Ques. mark
relates to place on
agenda.

cc to Jim Connor