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<td>12</td>
<td>02/04/1970</td>
<td>Letter</td>
<td>From Allan Hoover to members of the Cave Man Camp, including RN, regarding the camp's status in 1970. A list of the members is attached. 3 pgs.</td>
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<tr>
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<td>12</td>
<td>02/10/1970</td>
<td>Letter</td>
<td>From RN to Ted Czechanski thanking him for watch repair. 1 pg.</td>
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<tr>
<td>2</td>
<td>12</td>
<td>N.D.</td>
<td>Brochure</td>
<td>Brochure advising that the recipient open a Check Register used with The Executive. 3 pgs.</td>
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<td>2</td>
<td>12</td>
<td>N.D.</td>
<td>Other Document</td>
<td>Business card for Capitol Gifts Fashion Jewelry and Ted Czechanski. 1 pg.</td>
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<td>12</td>
<td>N.D.</td>
<td>Other Document</td>
<td>Envelope from Capitol Gifts. A handwritten note detailing how much must be paid for services rendered is also present. 2 pgs.</td>
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<td>12</td>
<td>02/05/1970</td>
<td>Letter</td>
<td>From Harvey Hancock to Rose Mary Woods regarding the Bohemian Club. 1 pg.</td>
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<td>04/10/1970</td>
<td>Letter</td>
<td>From Edward L. Morgan to Thomas W. Bewley regarding an oral history project of RN. 1 pg.</td>
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<tr>
<td>2</td>
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<td>02/26/1970</td>
<td>Letter</td>
<td>From Thomas W. Bewley to RN regarding oral history of the president's political career. Handwritten notes added by unknown. 1 pg.</td>
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<tr>
<td>2</td>
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<td>02/23/1970</td>
<td>Memo</td>
<td>From Harold C. Case to the Trustees of Whittier College regarding an Interim Report. 3 pgs.</td>
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<tr>
<td>2</td>
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<td>02/26/1970</td>
<td>Letter</td>
<td>From Thomas W. Bewley to Rose Mary Woods regarding a report on Whittier College for RN. 1 pg.</td>
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<td>2</td>
<td>12</td>
<td>03/16/1970</td>
<td>Memo</td>
<td>From Larry Higby to Mr. Morgan regarding the oral history project. 1 pg.</td>
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February 4, 1970

Members of Cave Man Camp:

Hon. Richard M. Nixon
Joseph P. Binns
W. Glenn Campbell
Loren R. Chandler
Peter Grimm
Allan Hoover
Herbert Hoover III
Jack R. Howard
George S. Johnson
Thomas Kelland
Lawrence A. Kimpton
George M. Mardikian
Jeremiah Milbank
Frank O. Prior
Tom G. Prior
Eugene C. Pulliam
Edward V. Rickenbacker
J. E. Wallace Sterling
Thomas E. Sunderland
Robert C. Swain
Lowell Thomas, Sr.
Lowell Thomas, Jr.
Walter Trohan
Gen. A. C. Wedemeyer

Dear Cave Man:

Enclosed herewith for everyone's convenience and as an aide-mémoire you will find a list of the 1970 Cave Man Camp Members, together with their respective addresses. Since these addresses are the latest we have on file and should anyone have a change, would you be kind enough to communicate with me so that I can properly keep all advised of any special notices Camps receive from the Club.

With best wishes to you all, I am,

Sincerely,

Allan Hoover
Captain
1970 CAVE MAN CAMP MEMBERS

1. Honorable Richard M. Nixon
   The White House
   Washington, D. C.

2. Mr. Joseph P. Binns
   Loeb, Rhoades & Co.
   375 Park Ave., Suite 2501
   New York, New York 10022

3. Dr. W. Glenn Campbell
   Hoover Institution on War,
   Revolution and Peace
   Stanford, California 94305
   Tel. (415) 321-2300

4. Dr. Loren R. Chandler
   999 Green St., Apt. 2401
   San Francisco, Calif. 94133
   Tel. (415) 775-6432

5. Mr. Peter Grimm
   Wm. A. White & Sons
   51 E. 42nd St.
   New York, New York 10017

6. Mr. Allan Hoover
   Room 2740, 420 Lexington Ave.
   New York, New York 10017

7. Mr. Herbert Hoover III
   1520 Circle Drive
   San Marino, Calif. 91108

8. Mr. Jack R Howard
   200 Park Ave.
   New York, New York 10017

9. Dr. George S. Johnson
   1960 Vallejo St.
   San Francisco, Calif. 94123
   Tel. (415) 346-6700

10. Mr. Thomas Kelland
    Summer--1767 Fernald Point Lane
        Santa Barbara, Calif. 93103
    Winter--8000 No. Mohave Road
         Scottsdale, Arizona 85251

11. Mr. Lawrence A. Kimpton
    Standard Oil Co. (Indiana)
    910 So. Michigan Ave.
    Chicago, Illinois 60680

12. Mr. George M. Mardikian
    207 Powell St.
    San Francisco, Calif. 94102
    Tel. (415) 781-1010 or (415) 986-0785

13. Mr. Jeremiah Milbank
    44 Wall St.
    New York, New York 10005

14. Mr. Frank O. Prior
    324 Royal Palm Way
    Palm Beach, Florida

15. Mr. Tom G. Prior
    1804 First City National Bank Bldg.
    Houston, Texas 77002

16. Mr. Eugene C. Pulliam, Publisher
    PHOENIX REPUBLIC & GAZETTE
    P. O. Box 1950
    Phoenix, Arizona

17. Capt. Edward V. Rickenbacker
    45 Rockefeller Plaza
    New York, New York 10020
    Tel. (212) LT. 1-7576

18. Dr. J. E. Wallace Sterling
    2220 Stockbridge Ave.
    Woodside, Calif. 94602
    Tel. (415) 369-0515

19. Mr. Thomas E. Sunderland
    5840 E. Starlight Way
    Scottsdale, Arizona 85251

20. Dr. Robert C. Swain
    Executive Vice President
    American Cyanamid Co.
    Wayne, New Jersey 07470
21. Mr. Lowell Thomas  
Hammersley Hill  
Pawling, New York 12564

22. Mr. Lowell Thomas, Jr.  
7022 Tanaina Drive  
Anchorage, Alaska 99502

23. Mr. Walter Trohan  
Washington Bureau of CHICAGO TRIBUNE  
Suite 1120, 1750 Pennsylvania Ave., N.W.  
Washington, D.C. 20006

Friends Advice  
Boyds, Maryland 20720
February 10, 1970

PERSONAL

Dear Mr. Czechanski:

Because of your courteous and efficient service, my watch is now in fine condition, and I just wanted you to know how much I appreciate your cooperation in seeing that it was repaired so promptly.

With best wishes,

Sincerely,

Mr. Ted Czechanski
Capitol Gifts
1404 G Street, N. W.
Washington, D. C. 20005

RN: maf
A word about
the Check Register
used with

The Executive
A word about this

Check Register

• A great many people, when starting to use a check register after being accustomed to the conventional check stub, feel that they will experience difficulty in subtracting sideways. As a matter of fact, this would be true if subtractions were made each time a check was written, but when using a register such subtractions are not made except when it is necessary to establish balances.

A glance at the illustration shown on the opposite page demonstrates how seldom such subtractions need be made. As shown, the old balance is added to the deposit and the total of the checks written up to that point is then subtracted to strike a new balance. Fewer mistakes will be made striking balances in this manner, not because the arithmetic is easier but merely because fewer additions and subtractions need be made. Obviously it is much easier to subtract one item, such as is customarily done on the old-style check stub, but on the other hand, striking three hundred such balances, even though each in itself might be simple, will cause more errors than the twenty or thirty necessary when using a register.

Another illustration of how this register might be used is shown on the reverse side of the opposite page and this method is recommended for business people, who have a larger number of deposits than individuals and who are not particularly concerned with the possibility of drawing their balances down too low. In this illustration, as will be seen, only one balance is struck for each page, or, if preferred, at the end of the month.

The big advantage of the check register over the check stub is its convenience when reconciling balances, or checking over a large number of transactions, or auditing the checkbook at the end of the year for income tax purposes. Further, the registers occupy a very small amount of space; whereas a large accumulation of check stubs forms a bulky, unusable set of records.
When a large number of checks are written it is more convenient to strike one balance at the bottom of the page, or at the end of the month.
ENGRAVING AND JEWELRY REPAIRS
WATCH REPAIRING
DIAMONDS RESET
STONES REPLACED
RINGS REMODELED

CAPITOL GIFTS
FASHION JEWELRY

TED CZECHANSKI
REPUBLIC 7-8472
1404 G STREET, N.W.
WASHINGTON, D.C. 20005
CAPITOL GIFTS
1404 G ST., N. W.
Washington, D. C. 20005
## Birthstones

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<td>Garnet</td>
<td>Aquamarine</td>
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<tr>
<td>March</td>
<td>Diamond</td>
<td>White Sapphires</td>
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<td>April</td>
<td>Emerald</td>
<td>Green Beryl</td>
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<td>Pearl</td>
<td>Alexandrite</td>
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<td>Ruby</td>
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<td>July</td>
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<td>August</td>
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<td>October</td>
<td>Opal</td>
<td>Garnet</td>
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<td>November</td>
<td>Topaz</td>
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<td>December</td>
<td>Turquoise</td>
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## Wedding Anniversaries

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<td>3rd</td>
<td>Crystals and Glass</td>
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<td>4th</td>
<td>Electrical Appliances</td>
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<td>5th</td>
<td>China</td>
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<tr>
<td>6th</td>
<td>Pens and Pencil Sets</td>
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<tr>
<td>7th</td>
<td>Leather</td>
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<tr>
<td>10th</td>
<td>Diamond Jewelry</td>
</tr>
<tr>
<td>11th</td>
<td>Fashion Jewelry &amp; Accessories</td>
</tr>
<tr>
<td>12th</td>
<td>Gold Plated</td>
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<tr>
<td>13th</td>
<td>Pearls or Colors</td>
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<tr>
<td>14th</td>
<td>Textiles and Furs</td>
</tr>
<tr>
<td>15th</td>
<td>Gold Jewelry</td>
</tr>
<tr>
<td>16th</td>
<td>Watch</td>
</tr>
<tr>
<td>17th</td>
<td>Silverware &amp; Plate</td>
</tr>
<tr>
<td>18th</td>
<td>Silverware</td>
</tr>
<tr>
<td>19th</td>
<td>Platinum</td>
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<td>Silverware &amp; Plate</td>
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<td>22nd</td>
<td>Silver</td>
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<td>Diamond Jubilee</td>
</tr>
<tr>
<td>27th</td>
<td>Diamond Jubilee</td>
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## Quality Diamonds
Dear Bob:

Belatedly I want to acknowledge receipt of your extremely interesting book bearing on the White House and the Eisenhower Administration. It was very kind of you to send me the book, which I have almost completed reading and Dodo wants to read it when I finish.

I was sorry that I did not have more of an opportunity to talk to you at Michael Paul's dinner party. To tell the truth, I was not in the best of mood that evening because a wrenched knee, getting in and out of a too small automobile, was causing me considerable discomfort.

Looking backwards, I am sure that my Birthday Party in the White House proved just as enjoyable to you as it did to me. I thought it was a great affair - far warmer than other parties I have attended. Bob, I wonder if you have a list of the guests who attended the party. I forget whether or not I asked Pat for the list. Dodo thought it would be nice to have a record of all those who were there. I believe the total number was 110. Maybe when you get into the White House some day you might find the guy who does the "list job". If you do, you can tell him that I would welcome a copy.

We will be in our house in Palm Beach until some time around the middle of April, but when we get back to our apartment at 1 Sutton Place South, please give us a call so that we may have lunch or dinner together. Our unlisted phone number is Plaza 9-1306 (Area Code 212).

Again thank you and with kindest wishes,

Sincerely,

Mr. Robert Gray
Hill & Knowlton Inc.
1733 K Street, N.W.
Washington, D.C. 20006
Feb. 5, 1970

Dear Rose:

Thanks for last letter re: Hanley. It paid good dividends.

It is Bohemian Club invitation time again and maybe the President would like me to ask John Mitchell to the Grove Encampment and Owl's Nest this summer.

Mr. Mitchell could not attend last year, but at the President's State Dinner in San Francisco he indicated he might be able to come this year.

Kay and I are departing Hawaii this weekend: Our address until St Patrick's day and Pat's birthday will be:

Kipahulu ranch
P.O. box 61
Hana, Maui, Hawaii 96713
Tel. 442-150.

Sincerely

[Signature]

HANCOCK & ASSOCIATES
P. O. BOX 2861 • CARMEL, CALIFORNIA 93921 • TELEPHONE 624-4426
April 10, 1970

Dear Tom:

The President has asked that I reply to your recent letter in which you discussed the possibilities of an oral history project.

As you are no doubt aware, there is a national oral history group, and we have been approached by at least one other college that would like to conduct an oral history project for the President.

While we certainly agree in principle with the potential value of an oral history project for any President, we have pretty well concluded that control of such a project should vest in the Richard Nixon Foundation. For that reason, we have referred all requests to Len Firestone in order that the Board of Trustees of the Foundation might evaluate the proposals and determine a proper course of action.

Perhaps you might want to talk to Len directly and determine what his thinking is at the present time.

With kindest personal regards,

Sincerely,

Edward L. Morgan
Deputy Assistant to the President

Mr. Thomas W. Bewley
Bewley, Lassleben & Miller
12215 East Penn Street
Whittier, California 90602

bc: Len Firestone
   Rose Maty Woods
February 26, 1970

In re: Whittier College

My dear Mr. President:

We had a very exciting Whittier College Board meeting last Monday with good attendance and much business accomplished. A report of Dr. Case, who is leaving at the end of this week as Interim President, is enclosed showing what he has accomplished in his six months here.

Several weeks ago we had a representative from Pomona College and a representative from Fullerton State College, who were starting separate projects to record oral history of your political career. These were students and it seemed to me that the approach was very amateurish. I refused to cooperate with the program and advised some of your other friends to do likewise. However, after talking to Dr. Reed of Archives about the matter, Dr. Case and I felt there was a real need to start perpetuating the oral history of your political career before too many of the parties who contributed in your various campaigns have passed away. We felt that the history department would be a very logical place to start.

With this in mind, we are trying to employ a history professor who has had some experience in this field, is a student of American History, and would be interested in supporting such a project. We recognize that this must be done professionally and not by students or part time volunteers.

The college is expecting to set up a substantial fund to work on this project, although it will not be undertaken until Dr. Binder is here and has been able to supervise such a program. At least we want to explore the possibilities of oral history and not leave it to too late a date nor to amateurs. It could be something which could go into your library later on, if you desire, or if that is not desirable, it could complement our library here at the college.

If you have any thoughts in the matter, they would be appreciated.

Respectfully submitted,

Thomas W. Bewley
TO: The Trustees of Whittier College
FROM: Harold C. Case, Acting President
SUBJECT: Interim Report

Although this cannot be an annual report, it seems to me that you deserve a statement of progress and an outline of tasks to be undertaken.

Let me report first regarding efforts made during the past six months.

1. The development of a chart of organization in order to achieve modern educational management outcomes. By reducing the number of persons who answer to the President (Dean of the College, Dean of Students, Business Manager, Treasurer, Director of College Relations, and Director of Development) decision making within College policies has been distributed appropriately.

2. The activation of trustee committees and the Board, with agenda for consideration of the really pressing problems confronting the College.

3. Organization of the faculty with chairman, vice chairman and secretary, and the identification of academic problems to be studied and settled by the faculty.

4. Organization of College Relations office - with News Bureau, (our news releases have quadrupled), Public Relations, Development - with initial staff appointments looking toward a standard development program. Do not expect miracles - we are two years away from a successful capital funds drive.

5. Reorganization of housing, appointment of a director, drafting of updated regulations.

6. Organization of security staff with 24-hour security coverage and new rules.

7. Reorganization of Admissions office, separating Financial Aids from Admissions for the improvement of recruitment and retention of students.

8. Design of budget on a line item system, with responsibility assigned to each administrative officer for sharing responsibility in the preparation of his section of budget.
9. Reorganization of Buildings and Grounds and College Purchasing with experienced Director to give long-term planning to maintenance.

10. Preparation of report for and response to the Western Association Accreditation Commission, and the achievement of full accreditation for five years.

11. Clarification of appointments, promotions, tenure, retirement, and termination of faculty, with formal age of retirement, and tenure appointments in keeping with national standards.

12. Search of all endowment funds, and listing by date of reception, amount, donor, purpose, use.

13. Activation of faculty committees - with a rewrite of General Studies curriculum and a continuing examination of all curricula.

14. Aggressive approach to the community, including entertainment of the City Council, the Chamber of Commerce, the ministers, Whittier College Associates.

15. Stimulating student government and the student participation on committees.

16. Consultant to the committee on the presidential search, with the happy conclusion: the election of Dr. Frederick M. Binder.

17. Revision of Nixon Institute concept to include 4 endowed chairs in the Humanities, endowed scholarships, a classroom building, and oral history for a total of $6 million. Negotiation with the City government for a single approach to the President of the United States, by the City of Whittier and Whittier College.

18. Active recruiting of faculty members to fill vacancies now existing or to exist in June 1970.

19. Improvement of faculty salary schedule, fringe benefits, and faculty status.

20. Outline of probable needs including endowment and buildings - to 1980 -

- Nixon Institute $6,000,000
- Endowment 6,000,000
- Gymnasium 1,000,000

(continued on following page)
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<td>Office building</td>
<td>$125,000</td>
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<td>Infirmary</td>
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<td>Campus Inn (addition)</td>
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<td>Dormitory (500 men)</td>
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<td>Dormitory (200 women)</td>
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<td>Classroom building</td>
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<td><strong>Total</strong></td>
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*From HHFA Loans*  
$4,500,000

*From Federal grants*  
(classrooms) $1,750,000
(gymnasium and bal.) $625,000

**$6,875,000**

*To be raised excluding the Nixon Institute*  
7,350,000

*Nixon Institute*  
6,000,000

**$20,225,000**
February 26, 1970

Dear Rose:

Enclosed herewith is another personal report to the President on happenings at Whittier College. I would appreciate your reading that part of the letter dealing with the oral history report, since I feel that this is a very worthy project but must be done on a professional basis rather than left to amateurs to interview the President's friends and relatives and preparing whatever strikes their fancy.

We have had two beautiful weeks here with the most gorgeous weather and no smog. You should be out here now and go swimming.

As ever,

Thomas W. Bewley

TWB/tdj
Encl.
MEMORANDUM

THE WHITE HOUSE
WASHINGTON

March 16, 1970

MEMORANDUM FOR :        MR. MORGAN
FROM :                     LARRY HIGBY

Could you please advise Rose Woods on the status and appropriate reply of the oral history project as indicated in the attached letter to the President from Tom Bewley.

Attachment