

Richard Nixon Presidential Library
White House Special Files Collection
Folder List

| <u>Box Number</u> | <u>Folder Number</u> | <u>Document Date</u> | <u>Document Type</u> | <u>Document Description</u> |
|-------------------|----------------------|----------------------|----------------------|---|
| 40 | 2 | 11/17/1968 | Memo | Appointments and Calls. 2 pages. |
| 40 | 2 | 11/11/1968 | Other Document | McWhoter and Alabama notes. |
| 40 | 2 | 11/16/1968 | Other Document | Office space and schedule notes. |
| 40 | 2 | 11/16/1968 | Other Document | White House notes. |
| 40 | 2 | 11/18/1968 | Other Document | Student Coalition and other notes. 3 pages. |
| 40 | 2 | 09/01/1969 | Memo | To: Mr. Chapin. From: HR Haldeman. Re: Confirming schedule matters. |

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|-------------------|----------------------|----------------------|----------------------|---|
| 40 | 2 | 09/02/1969 | Memo | To: HR Haldeman. From: Bryce Harlow. Re: Richard Nixon Foundation. |
| 40 | 2 | n.d. | Memo | To: Mr. Higby. From: Jana H. Re: Mr. Ehrlichman. |
| 40 | 2 | n.d. | Memo | To: Haldeman. From: John Ehrlichman. Re: Dwight. |
| 40 | 2 | n.d. | Letter | To: Jana. From: Nell. Re: Rose's Office. |
| 40 | 2 | 08/25/1969 | Letter | To: Mr. Chapin. From: Harriet. Re: Larry Higby. |
| 40 | 2 | 08/28/1969 | Letter | To: Larry Hugby. From: Harriet. Re: Mr Chapin's note. |
| 40 | 2 | 08/08/1969 | Letter | To: President and Mrs. Richard Nixon. From: John Severson, Cyprus Shore Community Association. Re: Welcome to San Clemente, CA. |

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|-------------------|----------------------|----------------------|----------------------|---|
| 40 | 2 | n.d. | Other Document | Envelope from Cyprus Shore to President and Mrs. Nixon. Not scanned. |
| 40 | 2 | n.d. | Memo | Minutes of Organizational Meetings of the Board of Executive Trustees of the Richard Nixon Foundation. 3 pages. |
| 40 | 2 | 07/06/1969 | Memo | To: Larry Higby. From Herbert Kalmbach. Re: San Clemente Property. 2 pages. |
| 40 | 2 | 09/18/1969 | Memo | For: Mr. Haldeman. From: Larry Higby. Re: Phone Calls to Hurless Barton. |
| 40 | 2 | 11/23/1968 | Letter | To: Shane McCarthy. From: Bryce Harlow. Re: Suggestions given to the appropriate hands. |
| 40 | 2 | 11/13/1968 | Letter | To: Bryce Harlow. From: Shane McCarthy. Re: Compliments. |
| 40 | 2 | 11/13/1968 | Memo | To: President- Richard Nixon. From: Shane McCarthy. Re: Factoring in Appointments, A Special Case, "Youth" Fitness. |

Leno 913
CO 2 4870

11/17/68

Appts. & Calls not to Rose.

Only thing Rose just same repls.
Chapin on apple net let mail room know.

- Really VIP stuff for him to see.
send today to WHH at Key Biscayne.

All Nixonette & Telex type receive.

Stewart

Pull picture card.

Stewart check.

~~the whole~~

Winer go to all leg. Helicopters, Senatorial.

~~Ex Peterson~~

When analysis of phone program done
Lynn Friedrich.

Mitchell - re Kickle in Alaska.
what is success law.

Bull - Provision for President retirement.

Re Hope can we use that type of guy

Case 2 room Apt on 35
Separate space on 14 floor.

Separate space for P.N.
Hotel Corp.

Laura Frederick -

Alabama - Birmingham.

Lives at Wyndham.

Salary \$650.00

Ed Nixon - Bring in some temporary.

H 140
W 626

11/11/68 9:30 P.M.
McWhorter

Alabama

Party elections on Ballot -

- 5044 - National Democratic pledged HHH - Negro
- 5045 - Independent Dem. " " White
- ~~Regular Dem.~~
- regular Dem. pledged Wallace
- American Independent

- we tried to start this party to split Wallace vote

McW - told James Martin (Nat. Com. for Ala.) that vote cast for Am. Indep. State should not be counted for Wallace.

Both National and Independent Dem. should be counted for HHH.

N-130+
90%

in add 135 H
was add 50 add H
cd not be combined.

11/16/68.

Dugan - Moving expense

Wilkinson - RN moving where all stuff

~~Barbara - poster~~

~~Dull - See for Harlow
Magazine from book:~~

Bessie Norton - Will be up Monday.

Office Space for Caine.

Monday - Elaine Williams 2:00 P.M.

Monday - Bessie Stover.

Barbara - Calendar

Schedule for H & H.

~~file desk for H & H~~

Small stuff
Nixon Agnew - Stuff

11/14/68
Sr

Jack Sherwood 813
305 65 - 2843
Tampa Orlando

Wants to copy by Bureau
of info.

-VIP mail - for RN -

✓ Jay Vilkenon - Student Coalition.

✓ WA - speaker Bureau.
Major typer to

✓ Stewart

Bud # rough - Thursday.
something at -
stead - Ehr back Tues.

White House Intern Program -
Courier now
Todd Bullin

11/18/68

(bel)

Adm

Lewis L Strawn

202

659 2147

PL 5 8181

Card

OK.

703

825 9287

Room 500

1250 Connecticut Ave.

Lewis L Strawn in Morning.

Rowley -

SS follow up on review of Caryl
pendleton on Walter Whitlock

Before we go in Dec.

~~Wickerson~~

of Student Coalition

3 listening post.

productive - check & evaluate.

~~LFT~~ -

Really looking for "10" but chief base.

100 feet below in

Madison Bur. Today.

- Will raise upon return.

~~Wickerson~~

Re: Morning can go. Move be employee
before

W.L. be here tomorrow

Marge Licker

Bull

H

H

Vicky

✓ Upon return.

State Branch of Return.

Numerical votes of %

Typed in neat form.

✓ Cf. running list now.

✓ Return tomorrow aft.

Leaving at 3:00 P.M.

Dept. in White House.

September 1, 1969

MEMORANDUM FOR: MR. CHAPIN

Confirming some schedule matters I have already discussed with you:

The President wants to meet with Don and Ed Nixon for about a half hour prior to the meeting of the Foundation Trustees. Both of his brothers will be here for that Trustee meeting. He suggested scheduling them for 10:15 on Wednesday morning.

The President wants to know what people Don Nixon has written in about and what the disposition has been on those various cases.

The President advises that Senator Goldwater will be dropping in at 10:30 or 11:00 on Tuesday to see Kissinger, and the President will also see him at that time.

The President wants to have you set up a general municipal ceremony to let Orange County, San Clemente, and any others present keys to the city or whatever it is they want to do.

H. R. HALDEMAN

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

September 2, 1969

TO: H. R. Haldeman
FROM: Bryce Harlow *BH*
SUBJECT: Richard Nixon Foundation

You may wish to suggest to the President that Bob Schulz be added to the membership of the Richard Nixon Foundation.

His unique experience with the Eisenhower efforts, quite similar, might contribute a good deal to the success of the Nixon plan.

THE WHITE HOUSE
WASHINGTON

A handwritten signature in black ink, appearing to be 'Jana H.', written over a diagonal line.

MR. HIGBY:

MR. EHRLICHMAN HAS TALKED
WITH MR. SEVERSON SINCE THIS
LETTER WAS RECEIVED...

Jana H.

9/2

Date _____

THE WHITE HOUSE
WASHINGTON

For _____

From John Ehrlichman

Subject: ~~Handwritten scribble~~

Comments: ~~Handwritten scribble~~
Dwight Diefnt

ACTION: Please handle _____ See me _____

Your recommendation _____

Draft reply for _____ sig.

Other _____

JANA:

This was lost in a book in Rose's office.

I am sure it is resolved now, isn't it?

Nell

August 21

August 25, 1969

Mr. Chapin:

Larry Higby returned this to you to make sure you had an opportunity to see it. He couldn't tell by Nell's note if you saw it. Mr. Haldeman hasn't seen this as yet. Larry wants to make sure you are aware of it.

E. H. Haldeman *Harriet*
Harriet

Aug. 28th

LARRY HIGBY :

I have recd JK
Mr. Chapin's note.

Hamed

Cyprus Shore

COMMUNITY ASSOCIATION



Swight

CYPRUS SHORE, 3922 CALLE ARIANA, SAN CLEMENTE, CALIFORNIA • PHONE 492-3777

August 8, 1969

President and Mrs. Richard M. Nixon
The Summer White House
San Clemente, California

Dear President and Mrs. Nixon:

On behalf of the Cyprus Shore Community Association, I would like to welcome you and your family to San Clemente and our community; and also to thank you for the consideration and courtesy your people have extended us during your past visits, and through all the preparations for your current arrival.

Please accept my apologies, if indeed my LIFE photos inspired you to build the six-foot wall around your property (Wall Street Journal, Aug. 8). Hopefully, it was just more of the Journal's imaginative reporting.

I'd like very much to speak with you for a few minutes regarding the surfing, public beach and access problem that faces us in Southern California. Unfortunately, your summer home has intensified the problem, but I believe a solution can be reached without jeopardizing your security. Perhaps this could be accomplished at one of our "down-home" (small and casual) beach barbeques or Huevos Rancheros beach breakfasts if you have the time and would care to join us.

I hope that your stay will be relaxing and enjoyable.

Sincerely,

CYPRUS SHORE COMMUNITY ASSOCIATION

John Severson

John Severson
President

JS:cm

[Handwritten Signature]

MINUTES OF ORGANIZATIONAL MEETING OF THE
BOARD OF EXECUTIVE TRUSTEES OF THE
RICHARD NIXON FOUNDATION

The Organization Meeting of the Board of Executive Trustees of The Richard Nixon Foundation was held on June 2, 1969 in Washington, D. C. All of the Executive Trustees were present, as listed below, and each has signed these Minutes thus constituting a waiver of notice thereof and consent to the business transacted:

/ John D. Ehrlichman
2 Robert H. Finch
3 Leonard Garment
4 H. R. Haldeman
Patricia Reilly Hitt
5 Herbert W. Kalmbach
6 John N. Mitchell

John D. Ehrlichman acted as temporary Chairman and called the meeting to order. As the first item of business, Chairman Ehrlichman submitted to the Executive Trustees present for their review and comment a form of proposed By-Laws of the Foundation, a copy of which is incorporated herein and attached hereto as "Exhibit A". Following a review of the By-Laws and after a short period of comment, on motion duly made, seconded, put to vote and unanimously carried, the By-Laws were adopted as submitted.

The Chairman then indicated that the next order of business was to be the election of officers. After a short period of discussion, on motion duly made and unanimously carried, the following were elected to the office indicated opposite their name:

| | |
|----------------------|---------------|
| H. R. Haldeman | Chairman |
| Patricia Reilly Hitt | Vice Chairman |
| Herbert W. Kalmbach | Secretary |

Following his election, Chairman Haldeman took the chair and stated that the matter of the election of nineteen (19) individuals as members of the Foundation's Board of Trustees was the next item of business to be considered. After a short period of discussion, on motion duly made, seconded, put to vote and unanimously carried, the following nineteen (19) individuals were

STATEMENT BY COUNSEL TO THE PRESIDENT, JOHN D. EHRLICHMAN:

1. Review of events preceding the formation of The Richard Nixon Foundation and the coincidental acquisition of the Cotton Estate.
 - a. Organization structure of the Foundation. Per the By-Laws, the "members" of the Foundation include the seven man Board of Executive Trustees, the eighteen man Board of Trustees and whatever number of Honorary Trustees that the Board of Executive Trustees may appoint.
 - b. Acquisition of the Cotton Estate by Title Insurance & Trust Company. Favorable financing arrangement secured from the owners obviating the need for the Foundation to participate prior to an in-depth study of the best possible locale for the future museum-library site.
2. Statement to the effect that unsolicited contributions that have been received to date have been and are being returned to the contributors for essentially two reasons: first, it is felt that until such time as the Foundation is fully qualified both on the federal and on the state level, it would be inappropriate for the Foundation to accept the contributions before such are deductible as charitable contributions; and, second, the financial needs of the Foundation and the scheduling of such needs have not as yet been determined.
3. That the Foundation has set up an office in the Crocker-Citizens Plaza at 611 West Sixth Street in Los Angeles. Loie Gaunt (in attendance at the meeting) has been officing at this address since August 1st and is concerned with the organization of the President's pre-presidential papers and files and, as such, is working with the National Archives office and with various people in The White House, as well as with various of the Foundation's officers and Trustees.
4. Miscellaneous matters, including questions from the floor.
 - a.
 - b.
 - c.
 - d.
 - e.
 - f.

The Richard Nixon Foundation (Incorporated in California on 6/2/69)

Members of the Foundation (Article III of the By-Laws)

| | |
|-----------------------------|---------------------------------|
| Board of Executive Trustees | (not to exceed 7 in number) |
| Board of Trustees | (not to exceed 20 in number) |
| Honorary Trustees | (no stated limit on the number) |

Board of Executive Trustees (7)

| | |
|----------------------|---------------|
| John D. Ehrlichman | |
| Robert H. Finch | |
| Leonard Garment | |
| H. R. Haldeman | Chairman |
| Patricia Reilly Hitt | Vice Chairman |
| Herbert W. Kalmbach | Secretary |
| John N. Mitchell | |

Board of Trustees (18)

Earl C. Adams
Elmer H. Bobst
Asa V. Call
Justin Dart
Jack Drown
David Eisenhower
Leonard K. Firestone
The Rev. Dr. Billy Graham
Clinton O. Harris
Donald M. Kendall
Hobart Lewis
Richard A. Moore
Edward C. Nixon
F. Donald Nixon
E. Ross Perot
Hubert C. Perry
Taft Schreiber
W. Clement Stone

Executive Committee of the Foundation

| | |
|----------------------|------------|
| Leonard K. Firestone | President |
| Elmer H. Bobst | Vice Pres. |
| Jack Drown | Treasurer |
| Herbert W. Kalmbach | Secretary |

Planning and Development Committee

| | |
|----------------------|------------|
| Leonard K. Firestone | Ex Officio |
| Taft Schreiber | |
| E. Ross Perot | |
| Donald M. Kendall | |
| John D. Ehrlichman | |

Officers of the Foundation

| | |
|----------------------|----------------|
| Leonard K. Firestone | President |
| Elmer H. Bobst | Vice President |
| Jack Drown | Treasurer |
| Herbert W. Kalmbach | Secretary |

will be used in August and September. His full name, title and address are as follows:

Hig Mr. William C. Baker
President
Macco Corporation
881 Dover Drive
Newport Beach, California 92660

3. Jim Murar is the President of Rancho California, the partnership developing the Vail Ranch and has permitted Hal Lynch, his top design man, to spend a great deal of time in working up his studies for the pool. Both Mr. Murar and Mr. Lynch should be thanked and their names and addresses are listed below:

Hig Mr. E. James Murar Mr. Harold Lynch
President Vice President of Planning
Rancho California Rancho California
4320 Campus Drive 4320 Campus Drive
Newport Beach, California Newport Beach, California

Also, the initial architect on the project for the swimming pool should be thanked. His full name and address follow:

Elm Mr. William P. Ficker, AIA
550 Newport Center Drive
Newport Beach, California 92660

Morgan 4. I asked Vic Andrews and Dr. Arnold Beckman to be joint chairmen of a committee to build a rally for the return to Can Clemente by the President on Wednesday, June 4th. They worked very well under Ed Morgan's capable direction and I know would be appreciative of some acknowledgment of their efforts:

0.
Mr. Victor C. Andrews Dr. Arnold Beckman
169 Emerald Bay Chairman of the Board
Laguna Beach, California Beckman Instruments Inc.
 2500 Harbor Boulevard
 Fullerton, California

5. Also, it would be greatly appreciated if some note was sent to my capable secretary:

Hig Mrs. Marilyn R. Correa
1643 South Humor Drive
Anaheim, California 92804

Please let me know if you have any questions on this or if there is any way in which I can be of further assistance.

September 18, 1969

MEMORANDUM FOR: MR. HALDEMAN

SUBJECT: Phone Call to Hurless Barton

Home: (714) 528-7369

Office: (714) 528-7272

Along with the comments you've indicated on your talking paper, you may wish to discuss the following additional points during your phone call. You'll note the attached back up material forwarded by Ed Morgan's office.

1. Regarding Mr. Barton's letter to the President of August 16th, there is no question that we want to make the President's former home a National Historical Site. This should be made clear to Mr. Barton.
2. Mr. Barton and the other members of the Nixon Birthplace Foundation will be meeting with Mr. Uttley of the National Parks Service on Friday, September 19th.
3. Ed Morgan suggests that Mr. Barton meet at some point with Mr. Firestone to come to some understanding with regard to the Nixon memorabilia so that both foundations aren't bidding on each item.
4. Per Ehrlichman's suggestion, you may want to raise the issue of Barton joining the Board of Trustees of the Richard Nixon Foundation.
5. In Barton's letter of August 16th to the President, he asked about the possibility of an appointment to receive guidance on setting up the foundation according to the President's wishes. He may ask you about this (letter in back up).

Larry Higby

172001

November 23, 1968

*Mr. Halldeman
Bob. Found 3
~~to Shane~~ McCarthys
letter to RW
is re e
White House position
Pete*

Mr. Shane MacCarthy
3420 Legation Street, N.W.
Washington, D. C. 20015

Dear Shane:

Thanks hugely for your generous comments on my return to the nation's political Valhalla. I should be the one thanking you for all your massive effort in the political orgy we've completed.

So that your suggestions receive maximum consideration, I've put them into the appropriate hands in our transition complex. When the backlog breaks loose here in New York and I'm able to return to the shores of the Potomac, we should foregather and grin a bit about the absurdity into which I have plunged once again.

With warm regard,

Sincerely,

Bryce N. Harlow
Assistant to the
President-Elect

BNH:ph

Flanigan

3420 Legation Street, N.W.
Washington, D.C. 20015
November 13, 1968

The Honorable Bryce N. Harlow
3744 - 30th Road North
Arlington, Virginia

Dear Bryce:

Our friend, the President-Elect, and our Country too, are fortunate that you decided to accept such a sensitive and important post in the new Administration.

You made many friends in the printing industry when you accepted our invitation to participate in the PIA Annual Government Affairs Conference a year ago. They have asked me to convey to you their heartfelt congratulations and to wish you well in the assumption of your onerous responsibilities.

Every blessing and good health be yours in the days ahead.

Very cordially,

Shane
Shane MacCarthy

SMacC/cdl

P.S. Since I used your name in a "Very Personal" note to R.N. I felt I should send you a copy - Rose Mary knows this. The only other copy went to our friend, Fred Seaton, who was Chairman of the President's Council on Youth Fitness.

(The Public Printer appointment has many sandtraps. Beware of approaches from the Joint Committee on Printing. Best insurance - let's touch base soon before any commitments are made.)

Shane
Shane

Bryce this started off as a personal at home + official done. Then ended up in a note to you. Please review. S/Shane

VERY PERSONAL

3420 Legation Street, N.W.
Washington, D.C. 20015
November 13, 1968

TO:
President-Elect Richard M. Nixon

Dear Dick:

Congratulations from the MacCarthy household which was proud to cast its five votes for you. At this time I have three suggestions.

* * * * *

1. Factor in Appointments: You're off to a good start. Bryce Harlow can COMMUNICATE & SELL. In appointments to key federal posts, (taking a cue from the strategy of F.D.R.) I recommend that in each instance, the following factor receive serious consideration, viz. the ability of the individual to communicate in dynamic and convincing manner with all kinds of audiences throughout the Country explaining the WHAT, the WHY, and the HOW of his duties in the Administration. These efforts - done well - beget CONFIDENCE in the programs of the Chief Executive. This makes friends and helps to personalize and humanize our Party. The Democrats have had a long run in power because they have put over the image of the Party that cares. We Republicans have been typed as the insensitive group concerned only with cold efficiency. Without a breakthrough on this challenge, our Party might become only a caretaker government between Democratic Administrations.

* * * * *

2. A Special Case: As Director, Government Affairs, Printing Industries of America (7000 member firms) I am pleased with the support you received from the printers and publishers. Every one of them has a vital interest in the kind of person chosen by you to be the Public Printer. Because by law (P.L. 90-620, Oct. 1968) he "must be a practical printer..." the Printing Industries of America has, in the past, been intimately involved in helping to select a capable candidate for this important post. Now, through our strong Government Affairs Committee, composed of 18 outstanding commercial printers, representing the industry from coast to coast, we will be pleased and honored to offer appropriate suggestions for your consideration. I will be glad to work on this selection process with whomever you designate.

* * * * *

3. "Youth" Fitness: By Executive Order, the Democrats changed our Republican program to "Physical" Fitness - narrowing its scope and losing many adherents. This could be put back on the track easily by a new Executive Order, and such a change would be welcome in view of the need for stressing moral, mental, and emotional aspects of fitness - thus, tying this program closely with all other efforts to curb youth irresponsibilities. For the post of Executive Director, President's Council on Youth Fitness, I recommend you consider a Negro because of the leadership roles the Black citizens have displayed in this area.

Blessings Galore,

Shane MacCarthy
Vice Chairman, Eisenhower Team for Nixon-Agnew
(Thanks, Dick, for this honor)