

Ronald Reagan Presidential Library  
Digital Library Collections

---

This is a PDF of a folder from our textual  
collections.

---

**Collection:** Hooley, James L.: Files  
**Folder Title:** Gorbachev [Reagan-Gorbachev  
Summit, 1987] [11 of 11]  
**Box:** OA 19290

---

To see more digitized collections visit:  
<https://reaganlibrary.gov/archives/digital-library>

To see all Ronald Reagan Presidential Library  
inventories visit:  
<https://reaganlibrary.gov/document-collection>

Contact a reference archivist at:  
[reagan.library@nara.gov](mailto:reagan.library@nara.gov)

Citation Guidelines: <https://reaganlibrary.gov/citing>

THE WHITE HOUSE

WASHINGTON

November 4, 1987

MEMORANDUM FOR JAMES L. HOOLEY

FROM: MARYLOU P. SKIDMORE *Marylou*

SUBJECT: INVITATIONS FOR REAGAN-GORBACHEV SUMMIT

The following is a compilation of invitations for a Reagan-Gorbachev Summit gathered over the past few days in coordination with staff members from the Presidential Advance Office, Office of Presidential Scheduling, National Security Council, Office of Political and Intergovernmental Affairs and the Soviet Desk of the State Department.

This compilation has been organized in two parts: (1) each invitation has been summarized below the theme that would be highlighted if the event should take place; and, (2) each invitation has been cross-referenced to show the State/City that would be visited. The actual invitations are included as attachments under each theme that has been delineated in the summary section. Finally, the People's Magazine, (July 21, 1986) articles entitled "Dear Mr. Gorbachev: This is America" and "You Mustn't Miss Las Vegas, Mikhail" have also been included at ATTACHMENT XIII.

Please let me know if you need any further information.

11/04/87 5:00 p.m.

THE WHITE HOUSE

WASHINGTON

REAGAN/GORBACHEV SUMMIT INVITATIONS FALL 1987

I. MAJOR ADDRESS FORUMS  
(See ATTACHMENTS A-F)

✓ A. Address the Los Angeles World Affairs Council at a luncheon or dinner during conference on issues of peace and war - prestigious forum for discussion of international affairs

B. Address the Foreign Policy Association in New York City - oldest nonpartisan organization for public world affairs education in the U.S. - Mrs. Cyrus Vance

C. Address the National Congress of SANE/FREEZE, oldest and largest organization in the U.S. devoted to nuclear arms reduction and peace - next Congress is in Cleveland, Ohio

D. Address the Harvard Law School Forum, Cambridge, Massachusetts

E. Deliver the Gabriel Silver Memorial Lecture at Columbia University's School of International and Public Affairs - audience would consist of students from fifty countries, faculty, scholars, business, labor, communications and political leaders

F. Visit Sarasota, Florida and conduct a lecture at New College - The New College Oxford Series has been the forum for bringing leaders of world opinion to their students, faculty and supporters (possibly visit neighboring Walt Disney World, as well)

\*G. Address joint session of Kansas legislature as proposed by members of the Kansas legislature

II. PRESIDENT REAGAN'S LIFE HIGHLIGHTED  
(See ATTACHMENTS A-B)

A. Visit Dixon, Illinois, hometown of President Reagan who spent his boyhood years in that community (invited by Mayor Dixon)

-Michael Donlan offers his home for use during summit  
-Nachusa Lutheran Family Home, residential facility for disturbed youth in the State requests visit

B. Visit Maple Lawn Homes (nursing home) in Eureka, Illinois - home of Ralph McKinzie, the President's college coach-highlight fine institutional care available to older Americans

\*Denotes that a written invitation is unavailable.

11/04/87 5:00 p.m.

III. AMERICAN LIFE TYPIFIED  
(See ATTACHMENTS A-L)

A. Visit Blanco, Texas, population 1,300; visit longhorn cattle ranch and attend old-fashioned Texas country barbeque meeting

B. Visit Stew Leonard's in Norwalk, Connecticut - unique American supermarket - Congressman McKinney

C. Share a pot-luck meal with the membership of Delta Presbyterian Church in Lansing, Michigan

D. Visit Utica, New York to highlight life in a typical American city

E. Visit Kansas City, Missouri and highlight the hub of the most productive agriculture region in the nation as well as the nation's second largest automobile assembly area - possibility of visiting the University of Missouri or address prominent organizations and citizens who have been active in foreign affairs: Council on Foreign Affairs or Midwest Research Institute - Congressman Coleman

F. Have dinner and receive "Texas welcome" from Richard Haynes, Dallas attorney, his wife and some friends in Dallas, Texas - both Haynes and Gorbachev were born on the same day: March 2, 1931.

G. Visit the Robinsons for an afternoon, evening, overnight and breakfast at their home in Salina, Kansas since it is a "good but typical American community"

H. Mr. Avelleyra invites them to visit his "grassroots" home in Crofton, Maryland

I. Mrs. Herrington invites Gorbachev to family camp on Lake Pristineau in Northwest Louisiana - log home, lake, barbeque, personal contact with average Americans

✓ J. Mr. Woodruff suggests that they visit Decatur, Alabama

K. Chairman and CEO of Ralston Purina encourages the Administration to schedule Gorbachev in St. Louis and visit their facility (Sen. Danforth supports) - emphasizes agricultural and food industry hub; leading organizations in Soviet-American trade; urban renewal; major industrial center; cultural and political heartland of America

L. USA Today postcard responses to the editors who invited the readers to "be a tour Guide" for Gorbachev - everything from a visit in the home of a Nebraskan citizen for a "vodka greeting" to a tour of the Corvette plant in Bowling Green, Kentucky (Johanna Neuman, USA Today)

\*M. Alfred Muller encourages both to visit his community in Friendship Heights, Maryland

IV. YOUTH/EDUCATION/THE FUTURE

(See ATTACHMENTS A-F)

✓ A. Address youth leaders from high schools and college/universities at Stanford University and through them to the youth of America on their hopes and visions of the future. California Association of Student Councils, Associated Students of Stanford University and Direct Connection US-USSR

B. Visit the University of California at Santa Cruz and address faculty, students and staff on education, suggested topics include high-tech and international affairs (neighbors the Silicon Valley)

✓ C. Teacher at Clairmont Elementary School invites them to the school to speak to students (Clairmont, California)

D. Visit an average good American school: Warren Harding Transitional School, Des Moines, Iowa

✓ E. Visit Carpinteria High School in California as requested by many students who would like to hear Gorbachev speak about US/USSR relations

F. Request that the Rochester Peace Child Chorus (75 Young Voices) appear at one of the summit events - highlights future of our youth

✓ \*G. Proposal by John Pouschine to meet in New York City with the Young Americans of Russian Descent

✓ \*H. Visit Rice University as proposed by George Rupp, President

✓ \*I. Visit the University of Bridgeport in Connecticut as proposed by Albert Schmidt, Professor of Law

✓ \*J. Visit St. Norbert's College in Green Bay, Wisconsin as proposed by Carol Logan, who met Gorbachev in Leningrad

✓ \*K. Visit Grinnell College in Grinnell, Iowa

V. SUMMIT SITES

(See ATTACHMENTS A-M)

A. Glassboro, New Jersey extends invitation to host another Summit (site of previous meeting in U.S. between U.S.-U.S.S.R. leaders)

\*Denotes that a written invitation is unavailable.

B. Governor Hayden invites them to hold summit in Lawrence, Kansas, the community used as the setting for the film, "The Day After" - population 6,000

C. Gabrielle Nash-Tessler believes that Miami, Florida should be the site for the Summit (owner of local real estate business)

D. Jim Pilgrim of KGHR radio invites them to hold talks in Moscow, Minnesota - emphasizes the friendly natural setting

E. David Clem suggests the Village of Grand Lake, Colorado as a good location for the summit talks since the beauty of this area and its people signify what we are striving to protect and preserve by signing arms reduction agreements - peace and tranquility

F. Chicago citizens invite them to hold summit in Chicago, Illinois - birthplace of May Day

G. Mayor Francis Witt suggests Red Bank Battlefield Park, New Jersey as summit meeting site

H. Mayor Holland and Shelley Zeiger invite them to Trenton, New Jersey for summit

I. Mrs. Morris suggests White Sulphur Springs West Virginia and Oglebay Park in Wheeling, West Virginia as beautifully appropriate summit locations

J. Mr. Bustad, principal, invites them to hold summit talks at Ballou Jr. High School in Puyallup, Washington ( near Boeing and high tech industries)

K. Dr. Osborne who lives in Santa Barbara thinks the summit should be at Rancho Del Cielo, California and Santa Barbara area

L. Governor Schaefer suggests the State of Maryland as the site of the next summit meeting; in particular, Wye Island and the Aspen Institute in the Chesapeake Bay area - secluded and peaceful natural setting

M. Former Governor Pat Brown suggests that the two leaders meet in Yosemite National Park in California - beauty of the environment would lend itself to peace and harmony

VI. BUSINESS, LABOR AND THE ECONOMY  
(See ATTACHMENTS A-C)

A. Visit the New York Stock Exchange

B. Visit Weirton Steel Mill in West Virginia and highlight free enterprise, the free-market economy and American workers

C. Visit Mid South, a successful model ESOP company, Springfield, Virginia

✓ \*D. VIP dinner with leaders of U.S. industry proposed by John Akers, Chairman of IBM (possibility of hosting this event in Washington)

✓ \*E. Visit Preston Scientific facility in Anaheim, California as suggested by E.A. Spear

✓ \*F. VIP dinner in Los Angeles as suggested by Armand Hammer, Chairman Occidental Petroleum (Hammer has unique access to the Kremlin and Gorbachev personally - NSC suggests that if this event was in Washington, Soviets might well accept)

VII. AGRICULTURE  
(See ATTACHMENTS A-D)

A. Visit the Block farm to witness heartland agriculture in the midwest cornbelt - farm tour, meeting with agriculture leaders and a whole hog Bar-B-Q - possibility of additional tour of nearby Ralston Purina, Ford Motors or John Deere

B. Visit the State of Iowa - a leading agricultural state in America's breadbasket - Senator Grassley

C. Visit Groen Rose Company, a family-owned commercial rose growing business in Santa Barbara - small 20 acre farm

D. Visit agricultural area that produces a large percentage of this nations fresh and frozen vegetables in the Santa Maria Valley and tour Altabon Foods, Inc., a modern frozen food plant in Santa Maria, California (35 miles from Rancho del Cielo)

VIII. HIGH TECHNOLOGY/THE FUTURE  
(See ATTACHMENT A)

A. Visit Apple Computer and tour their automated Macintosh factory in the Silicon Valley - Highlight expansion of the individual's potential by providing extraordinary tools for learning and for personal productivity, as well as helping all societies be full participants in the explosion of the use of information (John Schulley, Apple Chairman)

\*Denotes that a written invitation is unavailable.

IX. UNIQUE REQUESTS  
(See ATTACHMENTS A-C)

A. The Foundation for World Harmony requests permission to film the two Heads of State shaking hands for use as a three-dimensional hologram to distribute to museums and educational institutions throughout the world

B. Willa Shalit Life Casting requests permission to create a sculpture of the handshake between the two world leaders

C. Congressman Weber (Minnesota) requests that Rabbi Milton Balkany, principal of the Baisyakov School in Brooklyn, New York, be considered as a guest to any State Dinner that may be scheduled as part of Gorbachev's visit

X. INVITATION TO RAISA GORBACHEV  
(See ATTACHMENT A)

A. University of California, Santa Barbara requests that Mrs. Gorbachev visit the Department of Sociology

XI. ENTERTAINMENT AND THE ARTS  
(See ATTACHMENTS A-B)

✓ A. Visit Disneyland in California - experience the attractions as well as be taken "behind the scenes" to see the instruments and computers which make it all happen - highlight life's enjoyment and fun; great potential for a "people-oriented" day

B. Don Mischer Productions/ABC proposal to produce an entertainment gala consisting of both Soviet and American artists that would be televised via spacebridge format to and from Moscow and the Kennedy Center in Washington, D.C.

\*C. Visit to a major film studio (Jack Valenti)

\*D. Attend performance at the Los Angeles Theatre Center as proposed by Bill Bushnell, Artistic Producing Director

XII. WASHINGTON, D.C. PROPOSALS  
(See ATTACHMENT A)

A. Billington suggests that the Gorbachevs attend a major celebratory dinner in the Great Hall of the Library of Congress - scholarly center to highlight the new professional educated classes which Gorbachev represents - attendance by all three branches of our government: Executive, Judicial and Congressional - the Library contains the largest Russian library in the world outside of Russia (Ambassador Roosevelt endorses)

\*Denotes that a written invitation is unavailable.



\*B. Visit the National Academy of Science as proposed by Frank Press

XIII. PEOPLE MAGAZINE ARTICLES  
(See ATTACHMENTS A-B)

- A. "Dear Mr. Gorbachev: This is America"
- B. "You Mustn't Miss Las Vegas, Mikhail"

\*Denotes that a written invitation is unavailable.

11/04/87 5:00 p.m.

THE WHITE HOUSE

WASHINGTON

INDEX TO INVITATIONS BY STATE

<u>STATE</u>	<u>CITY/REGION</u>	<u>REFERENCE ATTACHMENT</u>
ALABAMA	Decatur	ATTACHMENT III. J.
CALIFORNIA	Anaheim	SEE SUMMARY AT VI. E.
	Carpinteria	ATTACHMENT IV. E.
	Clairmont	ATTACHMENT IV. C.
	Disneyland	ATTACHMENT XI. A.
	Los Angeles	ATTACHMENT I. A. and SEE SUMMARY AT VI. F. and XI. D.
	Palo Alto	ATTACHMENT IV. A.
	Rancho Del Cielo	ATTACHMENT V. K.
	Santa Barbara	ATTACHMENTS VII. C. and X. A.
	Santa Cruz	ATTACHMENT IV. B.
	Santa Maria	ATTACHMENT VII. D.
	Silicon Valley	ATTACHMENT VIII. A.
	Yosemite National Park	ATTACHMENT V. M.
COLORADO	Grand Lake	ATTACHMENT V. E.
CONNECTICUT	Bridgeport	SEE SUMMARY AT IV. I.
	Norwalk	ATTACHMENT III. B.
DISTRICT OF COLUMBIA		ATTACHMENTS XII. A. and XI. B. and SEE SUMMARY AT VI. D. and XII. B.
FLORIDA	Miami	ATTACHMENT V. C.
	Sarasota	ATTACHMENT I. F.
ILLINOIS	Block Farm	ATTACHMENT VII. A.
	Chicago	ATTACHMENT V. F.
	Dixon	ATTACHMENT II. A.
	Eureka	ATTACHMENT II. B.
IOWA	Des Moines	ATTACHMENT IV. D.
	Grinnell	SEE SUMMARY AT IV. K.
	State, in general	ATTACHMENT VII. B.

KANSAS	Lawrence Salina <u>Topeka</u>	ATTACHMENT V. B. <del>ATTACHMENT III. G.</del> <u>ATTACHMENT I. G.</u>
LOUISIANA	Lake Pristineau	ATTACHMENT III. I.
KANSAS	Lawrence Salina	ATTACHMENT V. B. ATTACHMENT III. G.
MARYLAND	Crofton Chesapeake Bay <u>Friendship Heights</u>	ATTACHMENT III. H. <del>ATTACHMENT V. L.</del> <u>ATTACHMENT III. M.</u>
MICHIGAN	Lansing	ATTACHMENT III. C.
MINNESOTA	Austin Moscow	ATTACHMENT V. D. ATTACHMENT V. D.
MISSOURI	Kansas City St. Louis	ATTACHMENT III. E. ATTACHMENT III. K.
NEW JERSEY	Glassboro Red Bank Battlefield Trenton	ATTACHMENT V. A. ATTACHMENT V. G. ATTACHMENT V. H.
NEW YORK	New York  Utica	ATTACHMENTS I. E., VI. A. and I. B. and SEE SUMMARY AT IV. G. ATTACHMENT III. D.
MASSACHUSETTS	Cambridge	ATTACHMENT I. D.
OHIO	Cleveland	ATTACHMENT I. C.
TEXAS	Blanco Dallas Houston	ATTACHMENT III. A. ATTACHMENT III. F. SEE SUMMARY AT IV. H.
VIRGINIA	Springfield	ATTACHMENT VII. D.
WASHINGTON	Puyallup	ATTACHMENT V. J.
WEST VIRGINIA	Weirton Wheeling White Sulphur Springs	ATTACHMENT VI. B. ATTACHMENT V. I. ATTACHMENT V. I.
WISCONSIN	Green Bay	SEE SUMMARY AT IV. J.

*Should  
be  
summarized  
no invitation*

THE WHITE HOUSE

WASHINGTON

November 6, 1987

MEMORANDUM FOR JAMES L. HOOLEY

FROM: MARYLOU SKIDMORE ~~PO~~ ANNE HILDEBRAND *AK*

SUBJECT: QUESTIONS FOR SOVIET DELEGATION IN PREPARATION  
FOR UPCOMING SUMMIT

The following is a list of questions that we came up with in preparation for the Summit that can be asked of the Soviets when they arrive next week. We have attempted to separate them by issue, although many of them are somewhat overlapping and general.

OVERALL

1. How many people and planes will be in the total Soviet Delegation?
2. How many people and what are the names and titles of those in the "Official Delegation"?
3. Will the Soviet delegation be traveling directly to or from another country before and/or after traveling to the United States?
4. What type of interpretation is desired for the different events?
5. Will there be a gift exchange and to what extent?
6. Are we terming this an "Official Visit" or "Working Visit"?
7. Is there any questions with regard to payment of any bills?
8. Do they have a list of questions for us?

SCHEDULE

1. When does General Secretary Gorbachev arrive and depart? When does the remainder of the Soviet delegation arrive/depart?
2. Is the proposed schedule of events agreeable?

10/06/87 3:00 p.m.

3. Outside of the official/state protocol and working events, are there any groups, people or places that the General Secretary would like to see and/or meet with while in Washington, D.C.?

4. Can we, should we plan to do a Joint Statement on the last day before departure?

5. When there is a tete-a-tete meeting occurring between the President and General Secretary, will there be simultaneous plenary meetings occurring between U.S. and Soviet delegations?

ACCOMMODATIONS

1. What is the General Secretary's overnight location?

2. What is the Soviet delegation's overnight location?

MRS. GORBACHEV

1. Is Mrs. Gorbachev accompanying the General Secretary?

2. What kind of events does she want to do separately and what will she do with Mrs. Reagan?

3. How many people will travel with her?

4. Is there anyone in particular that she would like to meet?

PRESS/MEDIA

1. Will there be members of the press accompanying the Soviet delegation and where will they remain overnight?

2. Are they establishing their own press center or will they participate in International Press Center?

3. Credentialing - will they coordinate with us on credentialing of their media?

RECIPROCITY

1. Motorcade vehicles and aircraft (helicopters) - will they use ours or bring their own?

2. If/When the President and General Secretary Gorbachev need to travel together to an event location, will they ride in a U.S. limo?

3. Desire/ability to schedule separate activities after protocol and working events are taken care of in schedule.
4. Will the Soviets host a dinner at a location in Washington?
5. Access (see questions under separate section).

ADVANCE PERIOD

1. Will there be a specific advance team assigned that will remain in Washington until the Summit or will the information come from the Embassy?
2. Is there one point of contact from the Soviet team?
3. When can we get with the advance team and schedule walkthroughs, surveys, etc.?

ACCESS

1. What kind of access will they require to event sites prior to events? Advance team? Security? Communications? Press?
2. What kind of access will they require to events during events? Doctor? Military Aide? Personal Assistant? Security? Communications?
3. Will we be allowed access to a reciprocal dinner site if there is one?
4. Will "identification badges" be required in addition to normal identification pins?

MISCELLANEOUS

1. Do they have a list of people they want to invite to the treaty signing?

# THE WHITE HOUSE

WASHINGTON

## PROPOSED SUMMARY SCHEDULE

FOR THE VISIT OF

GENERAL SECRETARY AND MRS. GORBACHEV

### MONDAY, DECEMBER 7, 1987

4:25 p.m. General Secretary and Mrs. Mikhail Gorbachev arrive Andrews Air Force Base. Met by: Secretary of State and Mrs. George Shultz; Brief arrival ceremony TBD.  
5:05 p.m. General Secretary and Mrs. Gorbachev arrive at residence/hotel.  
Evening NO FURTHER EVENTS PLANNED

### TUESDAY, DECEMBER 8, 1987

10:00 a.m. Arrival ceremony with President and Mrs. Reagan at The White House -- South Lawn. Brief remarks with interpretation.  
10:30 a.m. General Secretary Gorbachev has meeting with President Reagan in the Oval Office.  
NOTE: Mrs. Reagan hosts coffee on State Floor for Mrs. Gorbachev; Attended by spouses of U.S. and Soviets officials. Mrs. Gorbachev departs on separate schedule at 11:00 a.m.  
11:45 a.m. Meeting concludes. General Secretary Gorbachev departs The White House en route residence/hotel.  
12:00 Noon SEPARATE LUNCHESES  
1:00 p.m. Lunches conclude.  
1:30 p.m. General Secretary Gorbachev arrives The White House and proceeds to Blue Room.  
1:45 p.m. The President and General Secretary Gorbachev arrive East Room for INF signing ceremony.  
2:15 p.m. Treaty signing ceremony concludes. The President and General Secretary Gorbachev proceed to State Dining Room. Arrive State Dining Room and be seated for televised messages.  
2:25 p.m. Broadcast messages to the American and Soviet people.  
3:00 p.m. Conclude broadcast. General Secretary Gorbachev departs The White House en route residence/hotel.  
Afternoon General Secretary Gorbachev hosts meeting at Soviet Embassy for U.S. academic and intellectual community; Cocktails.  
7:00 p.m. General Secretary and Mrs. Gorbachev arrive The White House for State Dinner, followed by entertainment.  
10:45 p.m. Entertainment concludes. General Secretary and Mrs. Gorbachev depart The White House en route residence/hotel.

11/13/87 12:00 Noon

- 8:30 a.m. General Secretary Gorbachev has brief meeting with Vice President Bush (Location TRD: Vice President's Residence or Soviet Embassy.
- 8:45 a.m. General Secretary Gorbachev has breakfast meeting with Vice President Bush and selected Americans.
- 10:00 a.m. General Secretary Gorbachev has meeting with President Reagan in the Oval Office.
- 12:00 Noon Meeting concludes. Depart The White House and arrive Department of State for lunch.
- 12:30 p.m. Luncheon at Department of State, hosted by Secretary of State and Mrs. George Shultz, for General Secretary and Mrs. Gorbachev.
- 2:30 p.m. General Secretary Gorbachev has meeting with President Reagan in the Oval Office.  
NOTE: At 3:45 p.m., Mrs. Reagan hosts Mrs. Gorbachev for private tea in Residence.
- 3:55 p.m. Meeting concludes. General Secretary Gorbachev is escorted by President Reagan to Residence to join Mrs. Reagan and Mrs. Gorbachev.
- 4:15 p.m. The President and Mrs. Reagan bid farewell and General Secretary and Mrs. Gorbachev depart the White House for residence/hotel.
- 7:00 p.m. President and Mrs. Reagan arrive Soviet Embassy for reciprocal dinner.
- 9:00 p.m. President and Mrs. Reagan depart Soviet Embassy.

THURSDAY, DECEMBER 10, 1987

- 8:00 a.m. General Secretary Gorbachev has breakfast meeting with President Reagan and Leadership of the House and Senate at the U.S. Capitol.
- 9:00 a.m. General Secretary Gorbachev has meeting with members of U.S. Senate Leadership, Armed Services, Foreign Relations and Intelligence Committees.  
NOTE: President Reagan departs the U.S. Capitol for The White House.
- 10:30 a.m. General Secretary Gorbachev hosts meeting at Soviet Embassy with representatives of American business community.
- 12:00 Noon General Secretary Gorbachev has meeting with President Reagan in the Oval Office.
- 12:30 p.m. Meeting concludes. (T)  
Possible working lunch in Family Dining Room:  
One-on-one or with Key Summit Participants.
- 2:00 p.m. Departure activities TBD
- OFFICIAL VISIT ENDS
- 3:00 p.m. General Secretary Gorbachev holds press conference.  
TBD Departure from Andrews Air Force Base.



THE WHITE HOUSE

WASHINGTON

November 25, 1987

7

Dear Mr. McCartney:

20003

Thank you for your recent letter and for volunteering your services to assist Presidential Advance with General Secretary Gorbachev's visit to the United States.

ome)  
fice)

Because the Summit has been designed with an emphasis on business meetings, most of the events will take place on the White House grounds. Therefore, we do not feel it necessary to have any additional assistance.

However, we will certainly keep your offer in mind should the schedule change and an opportunity arise for you to participate.

Once again, your generous offer is very much appreciated.

it  
ti  
etary

Sincerely,

James L. Holtley  
Deputy Assistant to the President  
Director of Presidential Advance

W. G.  
epared

Mr. P. Abbott McCartney  
915 C Street, S.E.  
Washington, D.C. 20003

row l  
out of  
at (616)

P. Abbott McCartney

Enclosure

P. ABBOTT McCARTNEY

November 20, 1987

915 C Street, S.E.  
Washington, D.C. 20003

(202) 544 5805 (home)  
(202) 326-2687 (office)

Mr. James L. Hooley  
Special Assistant to the President and  
Director of Presidential Advance  
The White House  
Washington, D. C. 20500

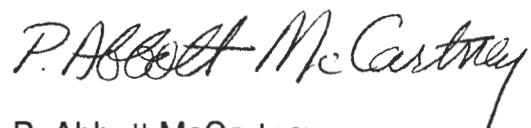
Dear Mr. Hooley:

Although your secretary Betty Richter advised me yesterday that there was unlikely to be a need for volunteer assistance for President Reagan's December 7, 1987 Summit Conference with General Secretary Gorbachev, I thought that it would be valuable to confirm again my interest in participating. Enclosed is a copy of my earlier letter for your information in the event the letter was not forwarded to you.

I do not know, of course, your personnel needs but I am ready, willing, and able to go to work and am flexible as to my assignment. I am prepared to begin on December 2 and am able to work through the Summit.

Your consideration of my interest to volunteer is appreciated. I welcome an opportunity to discuss with you or anyone on your staff how I could be helpful in assuring that the Summit is successful. I may be out of Washington between November 24 and 29 but you may contact me at (616) 347-4497. Thank you.

Very truly yours,



P. Abbott McCartney

Enclosure

**P. ABBOTT McCARTNEY**

October 18, 1987

915 C Street, S.E.  
Washington, D.C. 20003

(202) 544-5805 (home)  
(202) 326-2687 (office)

Mr. Matt Zachari  
Foreign Policy Office  
The White House  
Washington, D.C. 20500

Ms. Bernadine Joselyn  
Office of Soviet Union Affairs  
U.S. Department of State  
Washington, D.C. 20520

Dear Mr. Zachari and Ms. Joselyn:

In the event of an American-Soviet Summit Conference this year, I wish to offer my services as a volunteer. I had the pleasure of working at the 1983 Williamsburg Economic Summit Conference of Industrialized Nations as a volunteer and am anticipating that there may be a similar need for volunteers, although perhaps not as great, for any possible Reagan-Gorbachev meeting. I have spoken recently with both of you by telephone to express my interest.

I live in Washington and am a 39 year old attorney at the Federal Trade Commission. Although my time is limited, I expect that I could work full time for the week preceding any summit as well as during the conference. I am flexible in regard to my assignment.

I look forward to an opportunity to assist the President in ensuring this historic event is a success and am available to discuss my interest with you by telephone or in an interview. You are welcome to conduct any security clearance that may be appropriate. Your consideration of my interest is appreciated.

Very truly yours,

*P. Abbott McCartney*  
P. Abbott McCartney

U  
THE WHITE HOUSE  
WASHINGTON

November 25, 1987

Dear Ms. Nelson:

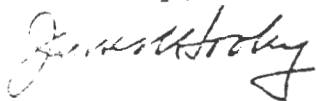
Thank you for your recent letter offering the services of Monsignor Farrell's High School Band during General Secretary Gorbachev's visit to the United States.

Unfortunately, the visit has been designed with an emphasis on business meetings, with few ceremonial components. As the schedule presently stands, there would be no opportunity for your outstanding band to perform.

However, we will certainly keep your offer in mind should the schedule change and an opportunity arise for the band to participate.

In behalf of the President, let me express deep appreciation for your generous offer.

Sincerely,



James L. Hooley  
Deputy Assistant to the President  
Director of Presidential Advance

Ms. Helen Nelson  
President  
Msgr. Farrell H.S. Band Club  
2900 Amboy Road  
Staten Island, New York 10306

gh school  
it. Please  
music, namely  
ate for the

THE WHITE HOUSE

WASHINGTON

November 17, 1987

MEMORANDUM FOR JIM HOOLEY

FROM: MARION BLAKEY *mb*  
DIRECTOR OF PUBLIC AFFAIRS

SUBJECT: GORBACHEV VISIT

I am forwarding the attached letter to you from a high school band that would like to play for Mr. Gorbachev's visit. Please note this award-winning band specializes in Russian music, namely Prokofiev, which might make them especially appropriate for the occasion.

Thank's for your attention to this.



MONSIGNOR FARRELL HIGH SCHOOL

2900 AMBOY ROAD, STATEN ISLAND, N. Y. 10306

Reverend Thomas J. Bergin  
*Supervising Principal*

987-2900

Brother Theodore E. Dausch, C.F.C.  
*Principal*

November 10, 1987

Public Relations Department  
The White House  
1600 Pennsylvania Avenue  
Washington, D.C. 20500

Dear Sir:

Recently we have written the Russian Mission in New York City about our marching band. I have attached a copy of said letter.

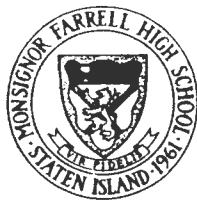
We hope you will consider our appeal to perform for Prime Minister Mikhail S. Gorbachev when he visits the United States. The work of Sergei Prokofiev is truly played with the respect it deserves. The students would be honored to help make our Russian guests feel welcome. If you wish to review the show we can furnish a video tape.

Thank you for your consideration on our behalf. We look forward to your reply.

Sincerely,

*Helen Nelson*  
Helen Nelson, President  
Msgr. Farrell Band Club

Written response can be sent to school address:  
Att. Mr. Lawrence Christiansen, Music Director  
or call school phone area code (718)  
or 1-609-443-3489 or  
Helen Nelson 718 984-5735 Day 3514141



MONSIGNOR FARRELL HIGH SCHOOL

2900 AMBOY ROAD, STATEN ISLAND, N. Y. 10306

Reverend Thomas J. Bergin  
*Supervising Principal*

987-2900

Brother Theodore E. Dausch, C.F.C.  
*Principal*

November 10, 1987

Mr. Denisov  
U.S.S.R. Mission to the United Nations  
136 67th Street  
New York, New York 10021

Dear Mr. Denisov:

This year the Msgr. Farrell Marching Band has been performing, in competition, a great Russian work of art. Our show is entitled The Symphonic Cantata "Alexander Nevsky" by Sergei Prokofiev.

Mr. Lawrence Christiansen band director has always had the band play an all classical theme. This year his choice has proven to be a winner at all competitions. We are very proud of the young adults who work so hard to do this beautiful show.

It would be our honor if you allowed us to play for Prime Minister Mikhail S. Gorbachev when he visits the United States in the coming months. Our high school students feel their show would make our Russian guests welcome as well as entertained.

If you wish to see a preview of the show we can furnish you with a video tape.

We hope to hear from you, and thank you for your consideration to our request.

Sincerely,  
Helen Nelson, President  
*Helen Nelson*  
Msgr. Farrell Band Club

attached:  
Band resume and repertoire  
Band awards list

written response can be sent to school address:  
Att: Mr. Lawrence Christiansen, Music Director  
or call  
Mr. Christiansen school phone number or  
1-609 -443-3489 or  
Helen Nelson 984-5735 or Day-351-4141

IN ADDITION TO AWARDS BELOW THE MSGR. FARRELL MARCHING BAND HAS ALSO RECEIVED LETTERS OF APPRECIATION AND CONGRATULATIONS FROM THE MAYOR OF NEW YORK CITY, THE GOVERNOR OF NEW YORK STATE, THE S. I. BORO PRESIDENT, CONGRESSMEN, AND COUNCILMEN.



## MONSIGNOR FARRELL HIGH SCHOOL

2900 AMBOY ROAD, STATEN ISLAND, N. Y. 10306

987-2900

Reverend Thomas J. Bergin  
*Supervising Principal*

Brother J. Brendan Moffett, C. F. C.  
*Principal*

### MSGR. FARRELL MARCHING BAND TROPHY LIST

Kinnelon High School Band Festival - BEST IN MUSIC - 1982  
BEST MARCHING BAND - Staten Island Columbus Day Parade 1982  
Kinnelon High School Band Feastival - 2nd PLACE - CLASS 1 - 1982

South Brunswick High School Tournament of Champions - 2nd PLACE CLASS 1  
1983

Staten Island Columbus Day Parade - BEST MARCHING BAND - 1983  
19th Middletown Band Classic Invitational - 4th PLACE - 1983  
11th Annual Ramsey High Band Festival - BEST IN MUSIC - 1983  
11th Annual Ramsey High Band Festival - 2nd PLACE, CLASS 1 - 1983  
East Brunswick High School Festival of Bands - 3rd PLACE - CLASS 1 - 1983  
E.M.B.A. Band Championship - Nov. 20, 1983 - 3rd PLACE - CLASS 1 - Overall  
E.M.B.A. Band Championship - Nov. 20, 1983 - BEST PERCUSSION in CLASS 1

Franklin High School E.M.B.A. Invitational - Nov. 3, 1984 - 1st PLACE CLASS  
12th Annual Ramsey High Band Festival - BEST BAND FRONT - 1984  
12th Annual Ramsey High Band Festival - BEST PERCUSSION - 1984  
12th Annual Ramsey High Band Festival - BSET MUSIC - 1984  
12th Annual Ramsey High Band Festival - 1st PLACE - CLASS 1 - 1984  
12th Annual Ramsey High Band Festival - BAND PRIX - 1984  
Linden Invitational - Linden High School - 2nd PLACE - CLASS 1 - 1984  
Steinart High School - MUSIC IN MOTION - Oct. 7, 1984  
West Windsor-Plainsboro High School - 3rd Annual Pirate Invitational  
2nd PLACE-CLASS 1 - Oct. 14, 1984

Westfield High School Invitational - 1st PLACE - CLASS 1 - 1984  
Cedar Ridge High School - Band Fantasia - 1st PLACE - CLASS 1 - 1984  
E.M.B.A. Band Championship - Nov. 17, 1984 - 2nd PLACE - CLASS 1 - Overall  
E.M.B.A. Band Championship - Nov. 17, 1984 - BEST PERCUSSION in CLASS 1  
E.M.B.A. Band Championship - Nov. 17, 1984 - BEST IN MUSIC in CLASS 1

West Windsor-Plainsboro High School - 4th Annual Invitational - 2nd PLACE  
1985 - CLASS 1

West Windsor-Plainsboro High School - 4th Annual Invitational - BEST MUSIC  
1985 - CLASS 1

West Windsor-Plainsboro High School - 4th Annual Invitational - 1985 -  
BEST MARCHING & MANEUVERING - CLASS 1

South Brunswick High School Tournament of Champions - 1st PLACE - CLASS 1  
1985

13th Annual Ramsey High Band Festival - 1st PLACE - CLASS 1 - 1985  
Westfield Invitational - Oct. 20, 1985 - 1st PLACE - CLASS 1  
Westfield Invitational - Oct. 20, 1985 - BEST BAND FRONT OVERALL IN SHOW  
Sayreville High School - Night of a Thousand Stars - Nov.1,1985 - 1st PLACE



MIDDLETOWN HIGH SCHOOL SOUTH BAND COMPETITION - BEST BAND FRONT  
NOV. 9, 1985

MIDDLETOWN HIGH SCHOOL SOUTH BAND COMPETITION - BEST MUSIC GENERAL EFFECT  
NOV. 9, 1985

MIDDLETOWN HIGH SCHOOL SOUTH BAND COMPETITION - BEST BAND CLASS I  
NOV. 9, 1985

E.M.B.A. CHAMPIONSHIP - NOV. 24, 1985 - 2nd PLACE CLASS I - OVERALL

E.M.B.A. CHAMPIONSHIP - NOV. 24, 1985 - NEW YORK STATE CLASS I \* CHAMPS\*

MIDDLETOWN NEW YORK H.S. CLASSIC BAND INVITATIONAL - 1st PLACE - CLASS I  
OCT. 5, 1986

MIDDLETOWN NEW YORK H.S. CLASSIC BAND INVITATIONAL - 1st PLACE - COLORGUARD  
OCT. 5, 1986

MIDDLETOWN NEW YORK H.S. CLASSIC BAND INVITATIONAL - 2nd PLACE - DRUMS  
OCT. 5, 1986

MIDDLETOWN NEW YORK H.S. CLASSIC BAND INVITATIONAL - 2nd PLACE - MUSIC  
OCT. 5, 1986

LENAPE VALLEY H.S. BAND INVITATIONAL - OCT. 12, 1986 - 1st PLACE CLASS I

LENAPE VALLEY H.S. BAND INVITATIONAL - OCT. 12, 1986 - 1st PLACE DRUMS

LENAPE VALLEY H.S. BAND INVITATIONAL - OCT. 12, 1986 - 2nd PLACE COLORGUARD

LENAPE VALLEY H.S. BAND INVITATIONAL - OCT. 12, 1986 - 2nd PLACE DRUM MAJOR

WESTFIELD 12th ANNUAL INVITATIONAL - OCT 19, 1986 - 1st PLACE CLASS I

WAYNE HILLS H.S., 5th ANNUAL CONTEST - NOV. 2, 1986 - 1st PLACE CLASS I

WAYNE HILLS H.S., 5th ANNUAL CONTEST - NOV. 2, 1986 - 1st PLACE COLORGUARD

WAYNE HILLS H.S., 5th ANNUAL CONTEST - NOV. 2, 1986 - 1st PLACE DRUM MAJOR

WAYNE HILLS H.S., 5th ANNUAL CONTEST - NOV. 2, 1986 - 1st PLACE OVERALL  
HIGHEST SCORE IN 3 CLASSES

E.M.B.A. CHAMPIONSHIP - NOV.15, 1986 - \*1ST PLACE CHAMPIONS CLASS I\*

E.M.B.A. CHAMPIONSHIP - NOV.15, 1986 - 1st PLACE COLORGUARD OVERALL

E.M.B.A. CHAMPIONSHIP - NOV.15, 1986 - 1st PLACE DRUM MAJOR OVERALL

E.M.B.A. CHAMPIONSHIP - NOV.15, 1986 - NEW YORK STATE CLASS I \*CHAMPS\*

NORTH BRUNSWICK HIGH SCHOOL BAND EXHIBITION OCT. 10, 1987  
BEST IN CLASS 1 FIRST PLACE  
BEST IN PERCUSSION  
BEST IN COLORGUARD  
BEST IN MUSIC  
BEST DRUM MAJOR  
BEST IN SHOW (MAYORS TROPHY)

WESFIELD HIGH SCHOOL 13th ANNUAL FIELD INVITATIONAL OCT. 18, 1987  
BEST IN CLASS 1 FIRST PLACE  
BEST PERCUSSION

SAYREVILLE ANNUAL BAND COMPETITION OCT 24, 1987  
BEST IN CLASS 1 FIRST PLACE  
BEST IN PERCUSSION  
BEST IN MUSIC

PASSIC VALLEY HIGH SCHOOL MARCHING BAND EXHIBITION OCT. 4 1987  
BEST IN CLASS 1 FIRST PLACE  
BEST COLOR GUARD  
BEST DRUM MAJOR  
BEST PERCUSSION  
BEST IN SHOW (MAYORS TROPY)

MADISON CENTRAL HIGH SCHOOL ANNUAL BAND COMPETITION NOV 1, 1987  
BEST IN CLASS 1 FIRST PLACE  
BEST COLOR GUARD  
BEST IN PERCUSSION  
BEST DRUM MAJOR  
BEST IN MUSIC  
BEST IN MARCHING AND MANEUVERING

EAST BRUNSWICK HIGH SCHOOL BAND COMPETITION NOV. 7, 1987  
BEST IN CLASS 1 FIRST PLACE  
BEST BAND FRONT





**NATIONAL SECURITY COUNCIL**

November 27, 1987

FOR:       PRESIDENTIAL ADVANCE  
THROUGH   MARYBEL BATJER  
FROM:      LISA JAMESON *LJ*

More ~~gri~~gist for the mill. This guy has been sending the President letters and proposals for several years, and has actually received a telegram from Gorbachev via the Soviet Embassy.

*Please pass to  
MaryLou Shidmore.*

*LJB.*

HO

~~Schedule~~  
12-4-87

W  
**BALTIMORE**  
THE PRESBYTERY OF BALTIMORE  
PRESBYTERIAN CHURCH (U S A)

108 Smithwood Avenue  
Baltimore, Maryland 21228  
November 23, 1987

A PASTORAL INVITATION

Ronald Reagan  
The President, U.S.A.

Mikhail Gorbachev  
General Secretary, U.S.S.R.

Gentlemen;

On October 31, 1987, we invited you to receive a pair of White Sacred Doves and Citations of Praise and Appreciation for your wisdom in signing the Intermediate-range Nuclear Forces Agreement. The presentation to be made December 7, 1987.

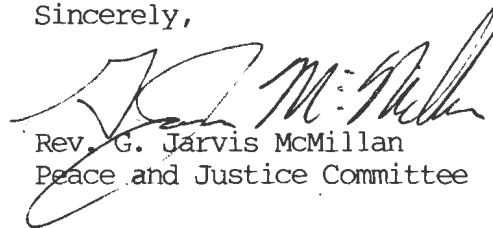
Protestant, Roman Catholic, Jewish, Russian Orthodox, Moslem and other sacred and secular representatives from the U.S. and U.S.S.R. will be present. The presentation can be limited to five minutes duration at a location mutually agreeable or it can be expanded giving three minutes time for statements from four representatives. We are prepared to have the event at the Capitol, White House, Soviet Embassy or a Washington Cathedral which ever you prefer.

Please contact me immediately as international travel plans are being made. My schedule is attached.

Our blessing continue to be with you and your families during these momentous weeks ahead.

MAIL  
DELIVERY  
1987 NOV 23 PM 1:46  
RECEIVED

Sincerely,



Rev. G. Jarvis McMillan  
Peace and Justice Committee

- Encl. 1. Letter 10/31/87  
2. McMillan Schedule

cc: Rev. Harry Holfelder  
P.J.C. Chairperson

Thomas H. Horn, Sr.  
MODERATOR

William J. Netting  
STATED CLERK

Herbert D. Valentine  
EXECUTIVE PRESBYTER

Kenneth B. Byerly  
ASSOCIATE EXECUTIVE  
PRESBYTER

Telephone Schedule for Rev. G. Jarvis McMillan 11/23/87 - 11/30/87

11/23/87	Office (301) 455-7848	8:30 a.m. - 5:30 p.m.
	Home (301) 747-3743	6:00 p.m. - 11:00 p.m.
11/24/87	Office (301) 455-7848	8:30 a.m. - 12:30 p.m.
	Clinic (301) 298-0692	2:00 p.m. - 4:00 p.m.
	Clinic (301) 747-9190	4:30 p.m. - 8:00 p.m.
	Home (301) 747-3743	8:30 p.m. - 11:00 p.m.
11/25/87	Office (301) 455-7848	8:30 a.m. - 4:00 p.m.
11/26/87	(704) 685-7486	12:00 Noon - 11:00 p.m.
11/27/87	(704) 685-7486	8:00 a.m. - 11:00 p.m.
11/28/87	(704) 685-7486	8:00 a.m. - 11:00 p.m.
11/29/87	(704) 685-7486	8:00 a.m. - 10:00 a.m.
11/30/87	Office (301) 455-7848	8:30 a.m. - 5:30 p.m.
	Home (301) 747-3743	6:00 p.m. - 11:00 p.m.

# BALTIMORE

THE PRESBYTERY OF BALTIMORE  
PRESBYTERIAN CHURCH (U S A)

108 Smithwood Ave.  
Baltimore, Md. 21228  
October 31, 1987

## A PASTORAL INVITATION

Ronald Reagan  
The President, U.S.A.

Mikhail Gorbachev  
General Secretary, U.S.S.R

Gentlemen:

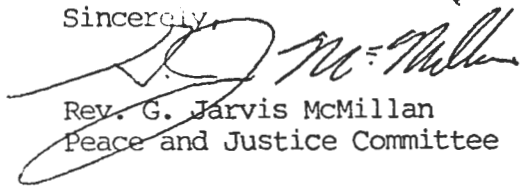
The Peace and Justice Committee, Baltimore Presbytery, Presbyterian Church, U.S.A. will present a pair of White Sacred Doves and Citations of Praise and Appreciation to you on the occasion of the signing of the Intermediate Nuclear Forces agreement eliminating an entire class of nuclear weapons.

The presentation will be made in Washington, D.C. on December 7, 1987 at a location mutually agreeable.

We suggest that this pair of doves alternate on a six month rotation between the Zoo in Moscow and Washington for the continued celebration of this moment in history when the two super powers guided by leaders of such wisdom began the road to a world free from the threat of nuclear destruction.

As we promised to you in my letter of July 4, 1987 at the occasion of the U.S.A.-U.S.S.R Peace walk from Leningrad to Moscow, "We of the religious and secular community will honor and bless you in an out pouring of grace and celebration as we stand by you in these coming weeks of unparalleled opportunity."

Sincerely,

  
Rev. G. Jarvis McMillan  
Peace and Justice Committee

CC: Rev. Harry Holfelder  
Chairperson, P.J.C.

Thomas H. Horn, Sr.  
MODERATOR

William J. Netting  
STATED CLERK

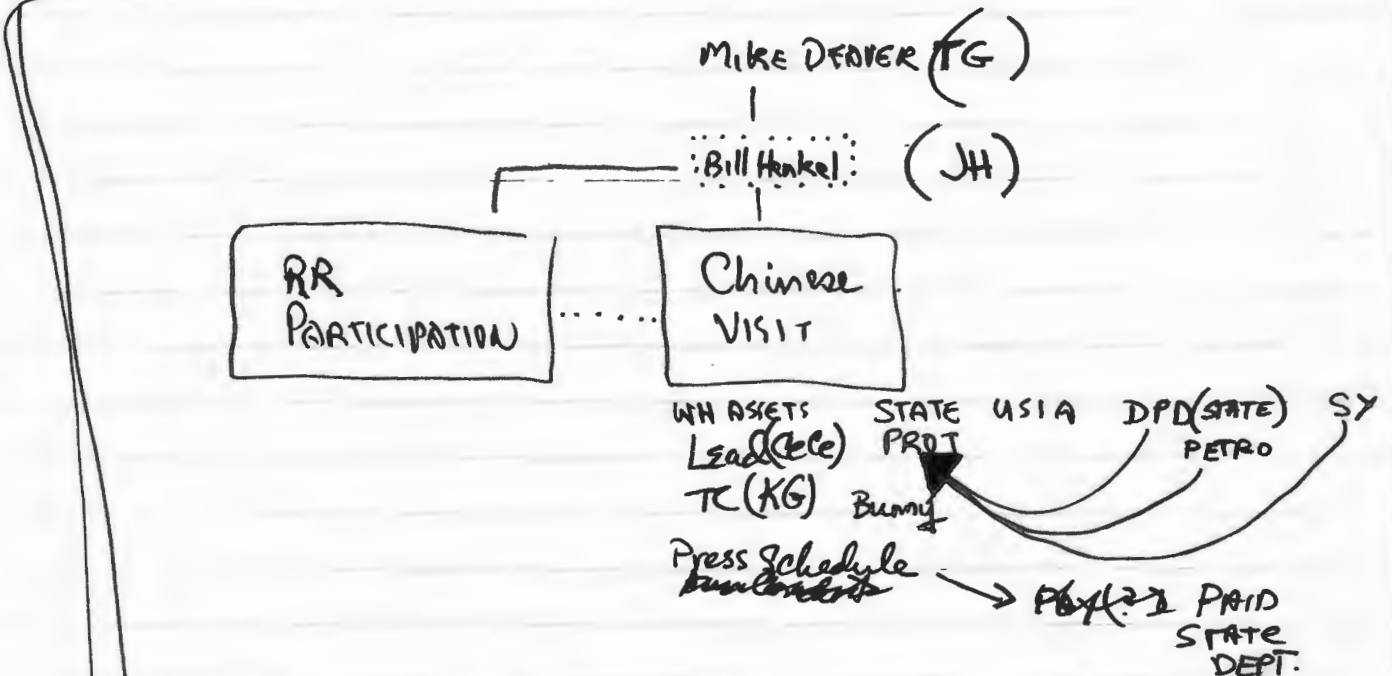
Herbert D. Valentine  
EXECUTIVE PRESBYTER

Kenneth B. Byerly  
ASSOCIATE EXECUTIVE  
PRESBYTER



Space  
Personnel

January 1984



PRESS ADVANCE - Eric Rosenberger  
Consultant Press

- O'Donnell (Rhett Dawson)
- Jeannie Bull
- space + temporary personnel + equipment (computers)

Nancy Johnson Letter Log Affairs 112 EW

+

/

## OFFICE OF MR. HENKEL

AS OF 01/31/84

NAME	TITLE	AGENCY	EOD DATE	GRADE/DATE	SALARY	OVTIME	TOTAL
HENKEL, WILLIAM (COMMISSIONED)	SPECIAL ASSISTANT TO THE PRESIDENT AND DIRECTOR OF THE ADVANCE OFFICE		20 SEP 82	UNCL 08 JAN 84	\$63,000		\$63,000
TERRY, W. GREY	DEPUTY DIRECTOR FOR ADMINISTRATION		30 SEP 82	UNCL 08 JAN 84	\$44,505		\$44,505
BAKALY, CHARLES G., III	DEPUTY DIRECTOR FOR PRESS ADVANCE		23 JAN 83	UNCL 08 JAN 84	\$43,470		\$43,470
KUHN, JAMES	ADVANCEPERSON		21 JAN 81	UNCL 08 JAN 84	\$43,470		\$43,470
HOOLEY, JAMES L.	STAFF ASSISTANT		16 AUG 82	UNCL 08 JAN 84	\$42,952		\$42,952
KREMER, GECILE B.	STAFF ASSISTANT		21 JAN 81	UNCL 08 JAN 84	\$39,847		\$39,847
ROBERTS, KAREN J.	TRIP COORDINATOR		21 JAN 81	UNCL 08 JAN 84	\$24,817	\$ 3,450	\$28,267
HATFIELD, MARK O., JR.	STAFF ASSISTANT		08 JAN 84	UNCL 08 JAN 84	\$26,212		\$26,212
HART, STEPHEN T.	ADVANCEPERSON		02 OCT 83	UNCL 08 JAN 84	\$24,840		\$24,840
GROOMES, KAREN H.	TRIP DESK OFFICER		04 OCT 82	UNCL 08 JAN 84	\$20,964		\$20,964
BALLANTINE, GRIER P.	ADMINISTRATIVE ASSISTANT		12 SEP 82	UNCL 08 JAN 84	\$17,994	\$ 2,689	\$20,683
W.A.E. EMPLOYEES							
CAMACHO, KELLI A.	*CLERK (TYPING) (NTE: 21 MAR 84)		19 APR 83	UNCL 08 JAN 84	\$7.64/PH	\$ 2,307	\$17,729
WALKER, LISA ANNE	*ADMINISTRATIVE ASSISTANT (NTE: 21 MAR 84)		13 JUN 83	UNCL 08 JAN 84	\$5.93/PH		\$12,367
DETAILEE							
ELSTON, JAN	TRIP DESK OFFICER	INTERIOR	24 JAN 83	GS-09/01 08 JAN 84	\$20,965		

OFFICE OF MR. HENKEL

AS OF 01/31/84

NAME	TITLE	AGENCY	EOD DATE	GRADE/DATE	SALARY	Overtime	TOTAL
RICHTER, BETTY A.	SECRETARY	STATE	14 FEB 83	FP-06/02 08 JAN 84	\$23,673		
					TOTAL	11	\$ 398,210
					GRAND TOTAL	11	\$ 398,210

## OFFICE OF MR. HENKEL

AS OF 12/31/83

NAME	TITLE	AGENCY	EOD DATE	GRADE/DATE	SALARY	OVERTIME	TOTAL
HENKEL, WILLIAM (COMMISSIONED)	SPECIAL ASSISTANT TO THE PRESIDENT AND DIRECTOR OF THE ADVANCE OFFICE		20 SEP 82	UNCL 17 APR 83	\$59,000		\$59,000
TERRY, W. GREY	DEPUTY DIRECTOR FOR ADMINISTRATION		30 SEP 82	UNCL 29 MAY 83	\$43,000		\$43,000
BAKALY, CHARLES G., III	DEPUTY DIRECTOR FOR PRESS ADVANCE		23 JAN 83	UNCL 29 MAY 83	\$42,000		\$42,000
KUHN, JAMES	ADVANCEPERSON		21 JAN 81	UNCL 29 MAY 83	\$42,000		\$42,000
HOOLEY, JAMES L.	STAFF ASSISTANT		16 AUG 82	UNCL 29 MAY 83	\$41,500		\$41,500
KREMER, CECILE B.	STAFF ASSISTANT		21 JAN 81	UNCL 29 MAY 83	\$38,500		\$38,500
HEAD, MARCIA L.	*TRIP COORDINATOR (NTE: 21 MAR 84)		20 FEB 83	UNCL 20 FEB 83	\$24,508	\$ 3,345	\$27,853
ROBERTS, KAREN J.	TRIP COORDINATOR		21 JAN 81	UNCL 03 OCT 82	\$23,978	\$ 3,345	\$27,323
HART, STEPHEN T.	ADVANCEPERSON		02 OCT 83	UNCL 02 OCT 83	\$24,000		\$24,000
GROOMES, KAREN H.	TRIP DESK OFFICER		04 OCT 82	UNCL 01 FEB 83	\$20,256		\$20,256
BALLANTINE, GRIER P.	ADMINISTRATIVE ASSISTANT		12 SEP 82	UNCL 17 APR 83	\$17,386	\$ 2,608	\$19,994
W.A.E. EMPLOYEES							
CAMACHO, KELLI A.	*CLERK (TYPING) (NTE: 21 MAR 84)		19 APR 83	GS-06/01 19 APR 83	\$7.16/PH	\$ 2,234	\$17,135
WALKER, LISA ANNE	*ADMINISTRATIVE ASSISTANT (NTE: 21 MAR 84)		13 JUN 83	UNCL 13 JUN 83	\$5.74/PH		\$11,949
DETAILEE							
HATFIELD, MARK O., JR.	STAFF ASSISTANT	HUD	29 MAY 83	GS-11/02 29 MAY 83	\$25,325		

## OFFICE OF MR. HENKEL

AS OF 12/31/83

NAME	TITLE	AGENCY	EOD DATE	GRADE/DATE	SALARY	Overtime	TOTAL
ELSTON, JAN	TRIP DESK OFFICER	INTERIOR	24 JAN 83	GS-09/01 24 JAN 83	\$20,256		
RICHTER, BETTY A.	SECRETARY	STATE	14 FEB 83	FP-06/02 14 FEB 83	\$18,532		
					TOTAL	11	\$ 385,426
					GRAND TOTAL	11	\$ 385,426