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THE WHITE HOUSE

WASHINGTON

January 28, 1981

*Read*

MEMORANDUM FOR: WHITE HOUSE SENIOR STAFF  
FROM: RICHARD G. DARMAN *RGD*  
SUBJECT: Memoranda for the President

I. PURPOSE

This memorandum provides guidance for the preparation and routing of memoranda for the President. The memoranda discussed here are of six kinds:

- Briefing papers;
- Decision memoranda;
- Signature memoranda;
- Information memoranda;
- Telephone call recommendations; and
- Schedule proposals.

II. GENERAL POLICY AND PROCEDURE

In accordance with policies previously enunciated by Ed Meese and Jim Baker, all papers for the President should be routed through the Staff Secretary. Such memoranda should ordinarily be coordinated among appropriate staff offices prior to delivery to the Staff Secretary. (In the case of memoranda originating with the Cabinet, this coordination will ordinarily be managed through the Office of Cabinet Administration.)

The Staff Secretary is responsible for: assuring that all such memoranda are fully and fairly staffed; logging and forwarding properly staffed memoranda for appropriate Presidential action; assuring that Presidential decisions are properly recorded; assuring that appropriate follow-up is undertaken (through the Office of Cabinet Administration or the National Security Adviser in the case of matters involving the Cabinet or the NSC); and assuring that affected and interested parties are appropriately kept informed.

### III. POLICIES AND PROCEDURES FOR PARTICULAR TYPES OF MEMORANDA

#### A. BRIEFING MEMORANDA

Briefing memoranda should be prepared for all meetings and events on the President's schedule (other than routine staff meetings). Each such memorandum should be prepared, coordinated, and forwarded by the senior staff member who has been assigned lead responsibility for the meeting or event.

Format: Briefing memoranda should be concise -- ordinarily a single page. Talking points, as appropriate, are to be provided as attachments. Specific guidance is suggested by the attached "Briefing Paper - Format." (See Attachment 1.)

Deadline: Briefing memoranda (with 10 copies) must be delivered to the Staff Secretary by 3:00 p.m. on the day before the scheduled meeting or event. (This deadline is set to allow such further staffing as may be necessary prior to delivery to the President. The President wishes to receive all briefing memoranda for a given day in a single package. He wishes to receive this package by the end of the prior day. It is therefore important that there be strict adherence to the 3 o'clock rule.)

#### B. DECISION MEMORANDA

"Decision memoranda" are to be prepared for substantive matters requiring Presidential decision. These may originate in the Cabinet (through the Office of Cabinet Administration), or through the NSC system, or through the initiative of particular White House staff offices.

Format: However action memoranda may originate, they should ordinarily take the form suggested by the attached "Decision Memorandum - Format." (See Attachment 2.)

Deadline: Decision memoranda for the President should ordinarily be provided to the Staff Secretary at least 48 hours before the desired time of Presidential decision. This deadline is set in order to allow sufficient time for such further staffing as may be necessary, as well as appropriate time for Presidential review.

C. SIGNATURE MEMORANDA

Documents requiring the President's signature should be forwarded to the Staff Secretary with a brief explanatory cover note. This note should indicate: (1) the nature of the action involved; (2) its relationship to the approved Presidential policy; and (3) the concurrences or non-concurrences of appropriate reviewing parties.

D. INFORMATION MEMORANDA

"Information memoranda" are those intended simply to convey information, not to elicit Presidential action.

Format: In order to facilitate the orderly presentation and efficient review of information memoranda, each should commence with a brief summary. And, as always, the memoranda themselves should be concise. (See Attachment 3.)

E. TELEPHONE CALL RECOMMENDATIONS

Recommendations for telephone calls by the President should be submitted through the Staff Secretary. The recommendation should take the form suggested by the attached "Telephone Call Recommendation - Format." (See Attachment 4.)

F. SCHEDULE PROPOSALS

Schedule proposals should be submitted to the Director of Scheduling. (Note: Schedule proposals will ordinarily be reviewed by the Schedule and Appointments Committee chaired by the Deputy Chief of Staff. If a schedule proposal is approved, the Director of Scheduling will notify the recommendor. The designated action officer will then be responsible for providing briefing materials to the Staff Secretary as discussed at (A) above.) See Attachment 5 for "Schedule Proposal - Format."

IV. IMPLEMENTATION

More detailed and more comprehensive guidance on matters of style and format will be provided in a White House Correspondence Manual -- now under revision. While awaiting this revised manual, would you please instruct your staff to act in accordance with the guidance above.

THE WHITE HOUSE

WASHINGTON

(DATE)

MEETING WITH (NAME)

DATE

LOCATION

TIME

FROM: (Name of Senior Staff Person  
responsible for meeting)I. PURPOSE

(State purpose of meeting)

II. BACKGROUND(State relevant context in which meeting arises, issues  
of special concern to parties, as appropriate, etc.)III. PARTICIPANTS

(List)

IV. PRESS PLAN (Specify press coverage, photo opportunity,  
no press coverage, etc.)V. SEQUENCE OF EVENTS

(Outline meeting agenda and President's role)

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Attachment: Talking Points (as appropriate)  
(See attached guidance)

SUGGESTED TALKING POINTS FOR MEETING WITH  
(NAME)

- Talking Points should be set off by dashes (--).
- Regular type if not for cameras/public.
- Speech type if for cameras/public.
- Talking Points should be double spaced.

I. SUBJECT: \_\_\_\_\_

II. ORIGINATOR: \_\_\_\_\_ DATE: \_\_\_\_\_

III. ACTION FORCING EVENT \_\_\_\_\_ (The nature of the event requiring  
\_\_\_\_\_ or suggesting action -- and the degree of flexibility  
\_\_\_\_\_ associated therewith)

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V. ANALYSIS: (Outline history, current status, possible options  
and impacts -- financial, constituent or other  
public policy considerations.)

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VI. RECOMMENDATION: (Indicate single recommendation or list options.)

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VII. DECISION:

\_\_\_\_\_ approve \_\_\_\_\_ approve as amended \_\_\_\_\_ reject \_\_\_\_\_ no action

(If options are contained in the recommendation, indicate option(s)  
referred to above by placing the appropriate number(s) in the  
spaces above.)

THE WHITE HOUSE

WASHINGTON

(DATE)

INFORMATION

MEMORANDUM FOR: THE PRESIDENT

FROM:

SUBJECT:

I. SUMMARY

(Three (3) sentences)

II. DISCUSSION

(Please be concise)

Note: Information Memoranda should not raises issues for decision.



THE WHITE HOUSE  
WASHINGTON

## RECOMMENDED TELEPHONE CALL

TO: Name of person you recommend be called with brief identifying information only when you suspect name will be unfamiliar to the President.

DATE: Date the President should make the call.

RECOMMENDED BY: Your name and if recommendation has concurrence of another staff member, so state.

PURPOSE: Preferably one sentence; two at most.

BACKGROUND: Whatever background information you feel will be helpful to the President. Usually 3-4 short sentences will suffice to set the state and give substance to talking points. Also, make sure that no letter has been sent by Correspondence for same purpose as the call and so indicate by stating this in the background.

TOPICS OF DISCUSSION: 1.  
2.  
3. (The specific points that you recommend be made during the conversation)  
4.

DATE OF SUBMISSION:

ACTION \_\_\_\_\_

THE WHITE HOUSE  
WASHINGTON

SCHEDULE PROPOSAL  
DATE:  
FROM:

MEETING: Or Greeting - Drop by - Address - Reception, etc.

DATE: Day and date proposed. Indicate OPEN if no specific time is required.

PURPOSE: Explicitly state why the President should do the event.

FORMAT:
 

- location (room, office or city and specific place in the city)
- participants (those participating in the meeting. If more than five lines, attach list of participants)
- expected length of participation

CABINET PARTICIPATION: Names of Cabinet Officials involved in substantive way or having a special interest in event.

FIRST LADY PARTICIPATION: \_\_\_\_\_ Required \_\_\_\_\_ Advised \_\_\_\_\_ Not Advised

SPEECH MATERIAL: Specify type of speech material necessary: speech, remarks, toast, talking points, etc.

PRESS COVERAGE: State what type of press and photo coverage, if any, you recommend to accomplish the objective.

STAFF: Name of the individual responsible for setting up the meeting and submitting the briefing paper.

RECOMMEND: Names of those who support the proposal. Be sure to include any pertinent comments.

OPPOSED: Names of those who fail to recommend the proposal and their reasons.

PREVIOUS PARTICIPATION: State if the President has seen officials or participated in meetings and when.

BACKGROUND: Briefly state pertinent information about the meeting, event, etc.

APPROVE \_\_\_\_\_

DISAPPROVE \_\_\_\_\_

MEMORANDUM

*File*

THE WHITE HOUSE

WASHINGTON

January 28, 1981

MEMORANDUM FOR: MIKE DEEVER  
FROM: PETER MCPHERSON *PM*  
SUBJECT: White House Parties

Attached are back-up materials on the proposed First Lady's party. We conclude that gifts from long-time, close friends could be accepted, but that corporate or labor union gifts probably should not be accepted.

We further recommend that various individuals pay for various portions of such a party, e.g. one person pays for the orchestra and another pays for the food.

THE WHITE HOUSE

WASHINGTON

January 28, 1981

MEMORANDUM FOR: PETER MCPHERSON  
FROM: ROGER YURCHUCK *RY*  
SUBJECT: PARTIES

I discussed with Rex Scouten the subject of White House social functions paid for by private parties. Apparently, this has been a practice for some time with the Carter Administration receiving some criticism when corporations have picked up the tab.

Scouten seemed to be looking for guidance from us or some administration people. He said the persons who have authority in ordering parties are McCoy and Deaver. When a party is paid for by persons other than the government, he (Scouten) pays the bills and then in turn bills the persons he is instructed to. He feels a need for someone to sign-off on proper persons to be paying bills. It seems to me that we should follow the memorandum prepared by Bolton as far as guidance goes for paying for parties. In addition, there should be a procedure established whereby some person in authority should be brought into the picture at an early time to clear contributions. This could save substantial embarrassment. Probably Deaver would have the superior sensitivity on this matter. I do not know anything about Mr. McCoy. I do not know if you wish to have our office sign-off on these matters. Clearly, however, someone with political and legal sensitivity should be involved in approving donors prior to them making, or being allowed to make, a contribution by picking up part of the bills.

MEMORANDUM

THE WHITE HOUSE  
WASHINGTON

January 27, 1981

TO: M. PETER McPHERSON

FROM: JOHN R. BOLTON *JRB*

RE: FINANCING OF A PARTY FOR THE PRESIDENT

We have been asked whether, under applicable statutes and regulations, it is permissible for several long-time friends of the President and Mrs. Reagan to sponsor and finance a party on their behalf at the White House. Given the particular circumstances present here, I conclude that such sponsorship and financing is permissible.

Executive Order 11222, which prescribes standards of conduct for employees of the Executive Office of the President, should and probably does also govern the conduct of the President himself. Regulations promulgated pursuant to this Executive Order clearly permit employees to accept gifts, entertainment and the like from friends or close relatives "when the circumstances make it clear that the family or personal relationships involved are the motivating factors." 3 C.F.R. § 100.735-14 (b)(1). By contrast, gifts from other sources are subject to a number of complex restrictions and prohibitions. Most importantly, employees must refrain from any action which might result in, or create the appearance of, an adverse effect on the confidence of the public in the integrity of the Government. Id. § 100.735-4(c)(6) (emphasis added).

Accordingly, I conclude that the proposed party may be sponsored and financed by close friends and/or relatives of the President. I also conclude, however, that no individuals not already well-known to the President and no corporations or labor unions should be permitted to assist in the financial arrangements for the party. Attached is a memorandum from Mary Lawton, long-time staff counsel of the EOP, confirming these conclusions.

THE WHITE HOUSE

WASHINGTON

January 26, 1981

MEMORANDUM FOR:                   ROGER YURCHUCK

FROM:                               *mel* MARY LAWTON

SUBJECT:                            Legality and propriety of private  
donors underwriting a party for the  
President

There are several issues to be considered in deciding whether it is appropriate to permit private donors to underwrite the cost of a party for the President to be held at the White House: 1. compliance with the Standards of Conduct and EO. 11222; 2. avoidance of augmentation of appropriations; 3. White House precedent.

Executive Order 11222 and the Standards of Conduct generally prohibit receipt of gifts (including entertainment) from persons doing business with, or regulated by, the government. These documents also caution against accepting gifts that create the appearance of impropriety. At the same time, they recognize that a public official continues to have personal friends who are accustomed to exchanging gifts or entertainment and this is not prohibited. In the end, the decision on whether any particular gift falls within the prohibition in EO 11222 is a matter of judgment based on common sense and the knowledge that in post-Watergate Washington anything than can be misconstrued will be.

The Comptroller General has ruled repeatedly that government appropriations constitute a ceiling on what may be spent and agencies may not accept funds to augment appropriations unless expressly authorized by statute. I have been unable to find an opinion addressing the question whether this general rule applies to the White House appropriations generally or to particular accounts, such as the President's allowance for official entertainment expenses, 3 USC 102. However, the enactment of a statute specifically authorizing acceptance of gifts of furniture and furnishings for the White House, 3 USC 110, suggests that special authority was considered necessary to permit such augmentation of the Executive Residence appropriation.

Assuming the rule on augmentation applies, it would not necessarily bar acceptance of all underwriting costs. Both law and custom recognize that the President has a personal and political existence apart from his official role. Traditionally, guests at the Executive Residence have been identified as personal, political or official and the costs of entertaining them has accordingly been allocated as personal expenses to be paid by the President, political expense to be paid by the relevant political committee, or official expenses charged to appropriated funds. While the question of augmentation could be raised if the President were to seek underwriting of a clearly official function,\* there would be no augmentation involved in accepting gifts related to wholly personal entertainment, such as a private party to celebrate a wedding anniversary.

The difficulty arises when the event is more difficult to categorize as either wholly official or purely private. Gifts of money to the White House to pay for the cost of entertainment which could be characterized as official would almost certainly be criticized as an augmentation. On the other hand, it has not been uncommon for entertainers to donate their services and to my knowledge this practice has not been viewed as an augmentation of the entertainment allowance.

Practice at the White House has varied over the years. Certainly in recent years political committees have underwritten the costs of political events held on White House property. I also know of two instances in which corporate donors provided the food and drink for parties held at the White House. At the same time when the question of obtaining corporate underwriting for a Kennedy Center gala for the Vice Premier of China was raised with the Office of Legal Counsel of the Department of Justice, that office orally advised White House Counsel to arrange the gala through the Department of State which has statutory authority to accept gifts.

In sum, there is no categorical answer to the question of whether the White House may accept underwriting of the cost of entertainment at the White House. The answer is dependent on the facts of each situation, the nature of the event and the identity of the donors.

\* President Carter was severely criticized by both Congress and the Press for accepting corporate gifts for the reception celebrating the Camp David accords.

MEMORANDUM

THE WHITE HOUSE

WASHINGTON

January 26, 1981

MEMORANDUM FOR: REX SCOUTEN  
FROM: MICHAEL K. DEEVER *MKD*  
SUBJECT: Access to Residence

Please see that the following people have direct access to the Residence:

Edwin Meese III  
James A. Baker III  
Michael K. Deaver  
Dave Fischer  
Helene von Damm

In addition, their phone calls to the Reagans should be put through without delay.

Copies furnished: Meese  
Jan 26, 1981 Baker  
Fischer  
Von Damm



# THE WHITE HOUSE

WASHINGTON

Office of the Curator  
January 22, 1981

## THE PRESIDENT'S OVAL OFFICE

The President's Office was moved by President Theodore Roosevelt in 1902 from the Executive Residence to the newly constructed West Wing Office Building. The first Oval Office in that wing, however, was built by President William Howard Taft in his 1909 expansion of the West Wing. This room was situated at the center of the south front of the wing. When President Franklin Delano Roosevelt expanded the building to the east in 1934, the Oval Office was moved to its present location in the southeast corner.

Architectural features of the present Oval Office include: the Presidential Seal in plaster relief in the ceiling; the classically-designed marble mantel which was original to the 1909 Oval Office; the doors to the veranda and study, each with a pediment above a horizontal fascia, the classical symbol of the governing authority; and the window and shelf niches with shell canopies.

This room was painted an off-white in December, 1974, at which time the present upholstery fabrics in shades of salmon, gold, and green were installed. The draperies were installed in August, 1975. Their design was adapted from the 1836 Regency designs of George Smith. The orange-red and straw colors were selected to blend with the upholstery materials. The oval rug, specially designed for the Oval Office, was installed in December, 1976. Turquoise rosettes appear throughout its pale gold ground. The Savonnerie-style border was executed in compatible colors.

The objects in the Oval Office will be described in a counter-clockwise direction beginning to the right of the door as one enters the room from the corridor.

Portrait of Andrew Jackson by Thomas Sully (1783-1872)

The extremely handsome portrait of Jackson to the right of the door was painted by Thomas Sully, one of America's foremost portraitists. After studying with John Trumbull and Gilbert Stuart, he opened a Philadelphia studio where he painted many illustrious Americans. He was also highly respected for encouraging young artists. This painting has been on loan to the White House from the National Gallery of Art since 1976.

Cane-Back Armchairs

Five of the six cane-back armchairs around the room are of twentieth century manufacture and have been used in the Oval Office since the Franklin D. Roosevelt administration. The sixth chair is a more recent reproduction.

Pair of Card Tables

The very beautiful pair of folding-top card tables against the west wall was made in Philadelphia in the late eighteenth century. Crafted in the Hepplewhite style with a graceful serpentine contour and square tapering legs, these tables are unusual in that their delicate shell-motif inlays are accompanied by string inlay used not only for outlining but also to create intricate design. These tables are on loan from the Diplomatic Reception Rooms of the Department of State.

Bust of Harry S. Truman by Charles Keck (1875-1951)

The bust of President Truman, on the first card table, was sculpted by Charles Keck and cast in 1947 by the Roman Bronze Works, Corona, New York. President Truman posed for the sculptor in the Oval Office while he was President. It was presented to him as a gift from the American Legion in a ceremony in the Oval Office in June, 1947.

Green "Fitzhugh" Plates

The six green plates in each shelf niche are from a collection of porcelain plates made in China for export to America, circa 1790-1810, in a pattern called "Green Fitzhugh". At the center of each plate is a sepia and gold American eagle holding arrows and the olive branch in his talons and from his beak a banner which reads, "E Pluribus Unum". On the shield

on the eagle's breast appears a monogram, presumably of the party who ordered the service. These plates were acquired for the White House Collection in 1971.

### Chest of Drawers

The handsome mahogany chest of drawers, to the right of the windows, was made in the Hepplewhite style in Massachusetts, circa 1790. This chest features a serpentine front containing four graduated drawers. Each drawer shows a rectangle of string inlay, the corners of which are filled with inlaid fan quadrants. This chest, previously on loan from the Diplomatic Reception Rooms of the Department of State, was acquired for the White House Collection in 1977.

### Bust of Benjamin Franklin by Jean-Antoine Houdon (1741-1828)

The bronze bust of Franklin, atop the chest, is considered to be the only such bust actually by Houdon's own hand. A terra cotta bust executed in 1778, when Franklin was American minister to France, was possibly the original likeness from which Houdon fashioned this bronze and other marble and plaster copies. This portrayal of Franklin in plain period dress is probably the most familiar depiction of this famous American statesman, largely because so many other artists copied Houdon's likeness. On loan to the White House since 1976 from the collection of J. William Middendorf, II, it was generously made available for acquisition for the White House Collection at a cost of \$125,000, with the remainder of its considerable value being donated by Mr. Middendorf.

### Painting - "Passing the Outpost" by A. Wordsworth Thompson (1840-1896)

This historical scene, hanging above the chest, depicts British soldiers stopping at a farmhouse along the New York-Boston Road during the American Revolution. Loyal American wives are shown delaying them there so that American soldiers could retreat to safer positions. The farm pictured is believed to be the Nagel Farm, which was built in 1736 near the Harlem River. This painting is on loan from the Union League Club, New York.

"Resolute" Desk

This desk, often called the "Hayes" or "Resolute" desk, was used continually by every President from its arrival in the White House in 1880 until 1963. It was made from the oak timbers of the British ship H.M.S. Resolute and was a gift to the White House from Her Majesty Queen Victoria of Great Britain during the administration of Rutherford B. Hayes. Throughout the latter part of the nineteenth century, the desk was located in the President's office and study on the Second Floor of the Executive Mansion. After the President's office was moved to the West Wing in 1902, it remained in the President's private study in the Residence until after the 1952 renovation of the White House during the Truman administration. At that time it was placed in the Broadcast Room on the Ground Floor of the Mansion and was used there by President Dwight D. Eisenhower during his radio and television broadcasts to the nation. It was located in the Broadcast Room until 1961 when it was placed in President John F. Kennedy's West Wing Oval Office where it remained until the end of that administration. It was on loan to the Smithsonian Institution from 1963 to 1977 when it was recalled for use in the Oval Office.

The plaque affixed to the desk reads: "H.M.S. 'Resolute', forming part of the expedition sent in search of Sir John Franklin in 1852, was abandoned in latitude 74° 41' N. Longitude 101° 22' W on 15th May 1854. She was discovered and extricated in September 1855, in latitude 67° N. by Captain Buddington of the United States whaler 'George Henry'. The Ship was purchased, fitted out and sent to England as a gift to her Majesty Queen Victoria by the President and People of the United States, as a token of good will and friendship. This table was made from her timbers when she was broken up, and is presented by the QUEEN OF GREAT BRITAIN & IRELAND TO THE PRESIDENT OF THE UNITED STATES, as a memorial of the courtesy and loving Kindness which dictated the offer of the gift of the 'Resolute'.

### Globe of the Earth

Before the southwest window is a large 24-inch globe made by the Replogle Globes, Inc., of Chicago. Supported in a walnut frame of turned legs and stretchers, it is equipped with internal lighting. It was acquired for the White House in 1975.

### Sofa Table

The sofa table against the windows is of twentieth century manufacture in the late-Sheraton style. This table, which has drop leaves and drawers, is supported at each end by a flat pedestal on splayed legs braced by an arching trestle.

### Federal Card Table

The handsome mahogany folding-top card table, which stands to the left of the windows, was made in Salem, Massachusetts, circa 1810. It is unusual in that the table top is supported by a large carved and gilded spread-wing eagle. This table was acquired for the White House Collection in 1972.

### Sculpture - "Bronco Buster" by Frederic Remington (1861-1909)

This important bronze sculpture of a cowboy riding a spirited horse was cast by the Roman Bronze Works, Corona, New York, circa 1901. The original design was copyrighted by Remington in 1895. It was a gift to the White House Collection in 1973 from Miss Virginia Hatfield and Mrs. Louise Hatfield Stickney, Covington, Kentucky.

### Painting - "The President's House"

The painting of the White House by an unknown artist, which hangs above the eagle card table, is based on an 1839 engraving of a drawing by William Bartlett. This slightly fanciful depiction of the White House on a hill above Tiber Creek, where now runs Constitution Avenue, is believed to have been executed in the mid-nineteenth century. This painting was a gift to the White House Collection in 1967 from Mr. and Mrs. Hawley S. Simpson, Philadelphia, Pennsylvania.

### Pair of Chinese Fish Bowls

The large circular porcelain bowls presently being used as planters were made in China, circa 1800. Pairs of such bowls are somewhat rare. These bowls are decorated in the "famille rose" style with exotic birds among rocks and flowering trees on a white ground. This pair was acquired for the White House Collection in 1979.

### Commode Pedestal

The circular, mahogany pedestal against the east wall is one of a pair of commode pedestals made in America, circa 1805. A hinged door in its fluted body gives access to its hollow interior. There is a drawer near the top in the frieze carved with ram-heads and drapery. The pair of pedestals were a gift to the White House Collection in 1969 from Mr. Andrew P. Fuller, Southampton, New York.

### Bust of George Washington by Hiram Powers (1805-1873)

The marble bust of George Washington, atop the pedestal, was executed in 1860 by Hiram Powers, the foremost American sculptor of the mid-nineteenth century. It is signed and dated on the back of its plinth. This bust is on loan to the White House from Mr. Rudolf G. Wunderlich, Kennedy Galleries, Inc., New York. The White House Collection bust of Martin Van Buren in the Red Room is also by Powers.

### Tall Case Clock

The case of the magnificent American clock standing against the east wall was made by John and Thomas Seymour, prominent Boston cabinetmakers in the early nineteenth century. Although the dial is not marked, the works are possibly by James Douell of Charlestown, Massachusetts who made the works for a nearly identical Seymour case. This case is fashioned of a richly grained mahogany and features beautiful rope and lunette satinwood inlays associated with the craftsmanship of the Seymours. This clock and many other pieces of Seymour furniture were acquired for the White House Collection in 1972.

Sheraton Card Table

To the right of the mantel stands a handsome mahogany card table, circa 1800, possibly made in New York. It features a serpentine contour with a central panel on the apron carved with drapery swags. The edge of the cross-banded overleaf and the top are reeded, as are the turned legs which terminate in elongated carrot feet. This table was acquired for the White House Collection in 1973.

Statuette of Abraham Lincoln by Paulanship (1885-1966)

On the card table stands a bronze statuette of a young Abraham Lincoln shown with his left hand on the head of his dog and his right hand holding a book. Manship in a long and distinguished career as a sculptor executed many depictions of Lincoln as well as many art deco figures. This statuette is lent by the National Museum of American Art (formerly the National Collection of Fine Arts).

Painting - "Eastport and Passamaquoddy Bay"

The landscape to the right of the mantel has been attributed to the French artist, Victor de Grailly, who worked in the United States between 1840-1870. This scene in Maine was based on an engraving by Charles Cousen after a drawing of the same subject by William H. Bartlett. Both the painting and a copy of the engraving were acquired for the White House Collection in 1973.

Portrait of George Washington by Charles Willson Peale (1741-1827)

The portrait of General George Washington in dress uniform, above the mantel, is believed to be the only replica of a magnificent portrait of Washington painted by Peale in 1776 for John Hancock. Charles Willson Peale, the father and principal teacher of the Peale family of artists, was the only artist known to have painted George Washington from life seven different times. This portrait is believed to be from the second sitting, in May 1776, before Washington achieved his country's recognition through his efforts at Trenton, Princeton, and Valley Forge. The background shows Boston, the siege of which in 1775 is commemorated as Washington's greatest victory until that time. The original of this portrait hangs in the Brooklyn

Museum; there is only this one full-sized replica and one miniature replica. This replica was ordered from Peale for a "French gentleman" soon after the 1776 sitting. Its location remained a mystery from that time until discovered in Ireland in 1965 by Mr. and Mrs. Lansdell Christie, with the assistance of Peale scholar, Dr. Charles Coleman Sellers. On loan to the White House since 1971, this important portrait was given to the White House Collection in 1979 by the Christie Family.

### Mantel

The marble mantel was installed in the original Oval Office when that room was constructed in the West Wing in 1909 during the administration of William Howard Taft. When the Oval Office was moved to its present location during the 1934 expansion of the West Wing under Franklin D. Roosevelt, this mantel was installed in the new room. Its classical lines include Ionic columns, a frieze carved with drapery and rosettes, and a row of dentils underneath the cornice.

### Pair of Chinese Covered Vases

The tall vases on the mantel were made in China in the K'ang Hsi period (1662-1722). These baluster-shaped vases are decorated in the "kanulle verte" style with a handsome garden motif of flowering trees rising from behind walls. Surmounting the lids are multi-colored "foo-dog" finials, which are a Buddhist guardian symbol. These vases were acquired for the White House Collection in 1973.

### Pair of Andirons

The fireplace is equipped with a pair of American Chippendale-style brass andirons, made circa 1780. They have urn finials atop tall columns supported by spurred cabriole legs on claw-and-ball feet. These andirons were acquired for the White House Collection in 1973.

### Fireplace Fender

On the hearth is an American brass and wire fender made circa 1900-1810. It has a serpentine contour with brass finials on a brass rail atop the iron wire grill. This fender was acquired for the White House Collection in 1973.



### Chinese Export Porcelain Bowl

The small circular bowl on the mantel, used for plants, was made in China early in the 19th century. It is decorated in the "famille rose" style with a gold and red cross-hatched border on the exterior and interior of the rim. On the white ground of the exterior is a scroll-framed reserve panel of a peacock. It was a gift to the White House from Mrs. Herbert Pratt, New York, New York in 1929.

### Painting - "City of Washington, 1833, From Beyond the Navy Yard" by George Cooke (1793-1849)

This painting, to the left of the mantel, depicts the city of Washington as seen from the east, across the Anacostia River on which was situated the Washington Navy Yard. The White House can be seen at the left center of the canvas and the unfinished Capitol, with the Bulfinch dome, can be seen on the hill at the right center. An engraving based on this painting was a popular nineteenth century depiction of the city. This painting was a gift to the White House Collection in 1972 from the Morris and Gwendolyn Cafritz Foundation, Washington, D.C.

### Wingchairs and Armchairs

The two wingchairs in front of the fireplace and the two armchairs adjacent to the sofa are of contemporary manufacture in the Queen Anne style and are upholstered in a salmon damask.

### Sofas

The two sofas are contemporary pieces which are upholstered in a striped fabric in shades of salmon, gold, and green.

### Coffee Table

The coffee table is also a modern reproduction of a butler's tray, which was designed for the serving of refreshments. The four arched sections around the rectangular center of the table top are hinged so that they can be raised to provide handholds.

### Chinese Export Porcelain Bowl

The circular porcelain bowl on the coffee table, used for flowers, was made in China, circa 1780. It is decorated in the "famille rose" style with large flowers on its exterior and inside center. It was a gift in 1971 from Mr. and Mrs. W. Tapley Bennett, New York.

### Pembroke Tables

The near pair of pembroke tables, adjacent to the sofas, were made in the Hepplewhite style in New York, circa 1785-1800. Each has a single drawer and drop leaves. The characteristic square tapering legs are inlaid with satinwood bellflowers, mock-fluting and cuffs. Satinwood stringing appears throughout. One table was a 1960 gift of the National Society of Interior Designers; the other was acquired to match in 1973.

### Pair of Lamps

The pair of lamps, on the pembroke tables, are Chinese vases of the Ch'ien Lung period (1736-1795) mounted as lamps. Their hexagonal bodies are painted with multi-colored Chinese scenes framed in gold. They were acquired for the White House Collection in 1973.

### Pedestal Tables

The two small pedestal tables next to the armchairs, one oval and one circular, are contemporary pieces in the Queen Anne style, each with a turned pedestal on cabriole legs with snake feet.

### Rug

The oval rug was specially designed for the Oval Office by Edward V. Jones, Consulting Architect to the Committee for the Preservation of the White House, and Edward Fields, Inc., who manufactured it. Turquoise rosettes appear throughout its pale gold field. Its Savonnerie-style border shows classical motifs in shades of salmon, gold, green, and blue designed to harmonize with the upholstery and draperies. The rug was acquired for the White House Collection in 1976, with a portion of its cost contributed by the manufacturer.

## THE WHITE HOUSE

WASHINGTON

Office of the Curator  
January 20, 1981

### THE CABINET ROOM

In 1902, President Theodore Roosevelt had the architectural firm of McKim, Mead & White design and construct an office building to the west of the original White House with a colonnade between. From the Second Floor of the Executive Mansion he then removed his office and Cabinet Room to new quarters in this "West Wing". The Cabinet Room was placed in the northeast corner, where it is located today, and the President's Office, which was then a rectangular rather than an oval room, in the southeast corner.

In 1909, President William Howard Taft expanded the wing to the south, constructing the first "Oval Office" at the center of the south front and moving the Cabinet Room to the southeast corner. In 1934, President Franklin D. Roosevelt moved the Oval Office to its present southeast corner location and returned the Cabinet Room to the northeast corner.

Early in the Nixon administration, the Cabinet Room was redecorated. A green wool rug, with a gold and green anthemion border, which had been ordered during the Johnson administration and installed in April 1969, was complemented by green draperies with gold trim and ties fashioned to fit into the arched door and window recesses. At that time, a new table and new chairs and lighting fixtures were acquired; these are itemized below.

#### Cabinet Table

This large oval mahogany table was made by the Kittinger Company of Buffalo, New York, and purchased for use in the Cabinet Room by President Richard M. Nixon. It measures 22½ feet in length and 7 feet in width at its center. It replaced an oblong octagonal table which had been used since 1941. It was given to the White House Office by President Nixon.

### Cabinet Chairs

Traditionally, when Cabinet members conclude their terms of service, they are permitted to take their cabinet chairs which bear brass plaques marked with their offices and dates of service. From 1913 to 1952, replacement chairs were made by a single Washington cabinetmaker in a design continued until 1970 when the present style of chair was selected. Made by the Kittinger Company, these chairs are derived from Queen Anne armchairs in the Council Chamber at Colonial Williamsburg. They are upholstered in a brown leather to complement the brown leather top of the Cabinet table.

### Brass Chandeliers and Sconces

The two brass chandeliers and six matching sconces are modern reproductions of late 18th century lighting fixtures. Made by the Lester H. Berry Company of Philadelphia, they feature urn and ball turned shafts with slender, cyma-curved, electrified candle arms.

### Mantel

The large white marble mantel has been situated in the Cabinet Room since at least 1909. The simple shelf and apron ornamented with dentil-like blocks are supported by two fluted engaged columns on block plinths.

### Urns

Although of undetermined origin, the pair of urns on the mantel have been used on the Cabinet Room mantel since at least the Eisenhower administration. They are made of brown-grey marble with such gilded metal mounts as a fixed acanthus cup lid with pineapple finial, ram's-head and ring handles, an acanthus and berry band at the base of the body, and bead moldings around the square base.

### Clock-Barometer

This combined instrument was used on the U.S.S. Williamsburg when it served as the presidential yacht during the Truman administration and was presumably brought to the White House when that ship was decommissioned in 1953. Set into a simple walnut base are the circular brass cases of the clock and barometer.

Traditionally, each new president selects favorite former presidents to be represented by portraits hung in the Cabinet Room. A list of such selections since 1961 is attached. President Reagan's choices - Abraham Lincoln, Calvin Coolidge, and Dwight D. Eisenhower - are depicted by the following portraits:

Portrait of Abraham Lincoln by George H. Story (1835-1922)

This portrait, hanging above the mantel, was one of several executed by Story, circa 1915, after sketches he made of President Lincoln in his White House office (now the Lincoln Bedroom) in June 1861. It is on loan from the Diplomatic Reception Rooms of the Department of State.

Portrait of Calvin Coolidge by Frank O. Salisbury (1874-1962)

This painting, hanging on the window side of the south wall, is a replica by Salisbury of a portrait painted for the New York Genealogical and Biographical Society in 1928. For this likeness, the artist changed the color of clothing and made certain other alterations in agreement with suggestions by Mrs. Coolidge and two intimate friends of President Coolidge. This painting is on loan from the American Antiquarian Society in Worcester, Massachusetts.

Portrait of Dwight D. Eisenhower by Thomas E. Stephens (1886-1966)

Painted in 1960, this portrait is one of 21 executed by Stephens of the former president. Stephens, a British-born painter, is recognized as the man who prompted Eisenhower's interest in painting as a hobby. Prior to this administration, this painting hung in the Cabinet Room during both the Nixon and Ford administrations.

PORTRAITS IN THE CABINET ROOM

Kennedy Administration

George Washington by Gilbert Stuart (W.H.) mantel  
Thomas Jefferson by Matthew Harris Jouett (W.H.) south wall  
Andrew Jackson by Ralph E.W. Earl (NCFA) south wall

Johnson Administration

Thomas Jefferson by Matthew Harris Jouett (W.H.) mantel  
Andrew Jackson by Ralph E.W. Earl (NCFA) to 1967 south wall  
James Buchanan by Jacob Eichholtz (NCFA) after 1967 south wall  
Daniel Webster by Bass Otis (W.H.) south wall  
Franklin D. Roosevelt by Frank O. Salisbury  
(President Johnson's copy) west wall

Nixon Administration

Dwight D. Eisenhower by Thomas E. Stephens (W.H.) mantel  
Theodore Roosevelt by Philip de Laszlo (Am. Museum  
of Natural History, N.Y.C.) south wall  
Woodrow Wilson by S. Seymour Thomas (W.H.) south wall

Ford Administration

Dwight D. Eisenhower by Thomas E. Stephens (W.H.) mantel  
Abraham Lincoln by George P.A. Healy (Corcoran) south wall  
Aug. - Oct. 1974  
Abraham Lincoln by George Storey after Oct. 1974 south wall  
Harry S. Truman by Tade Styka (HST Library) south wall  
Aug. - Nov. 1974  
Harry S. Truman by John Slavin (HST Library) south wall  
after Nov. 1974

Carter Administration

Harry S. Truman by John Slavin (HST Library) mantel  
Thomas Jefferson by George P.A. Healy (Corcoran) south wall  
Abraham Lincoln by George Story (NCFA) south wall