

Ronald Reagan Presidential Library
Digital Library Collections

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

Collection: Deaver, Michael: Files
Folder Title: Inaugural (Binder) (4)
Box: 69

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

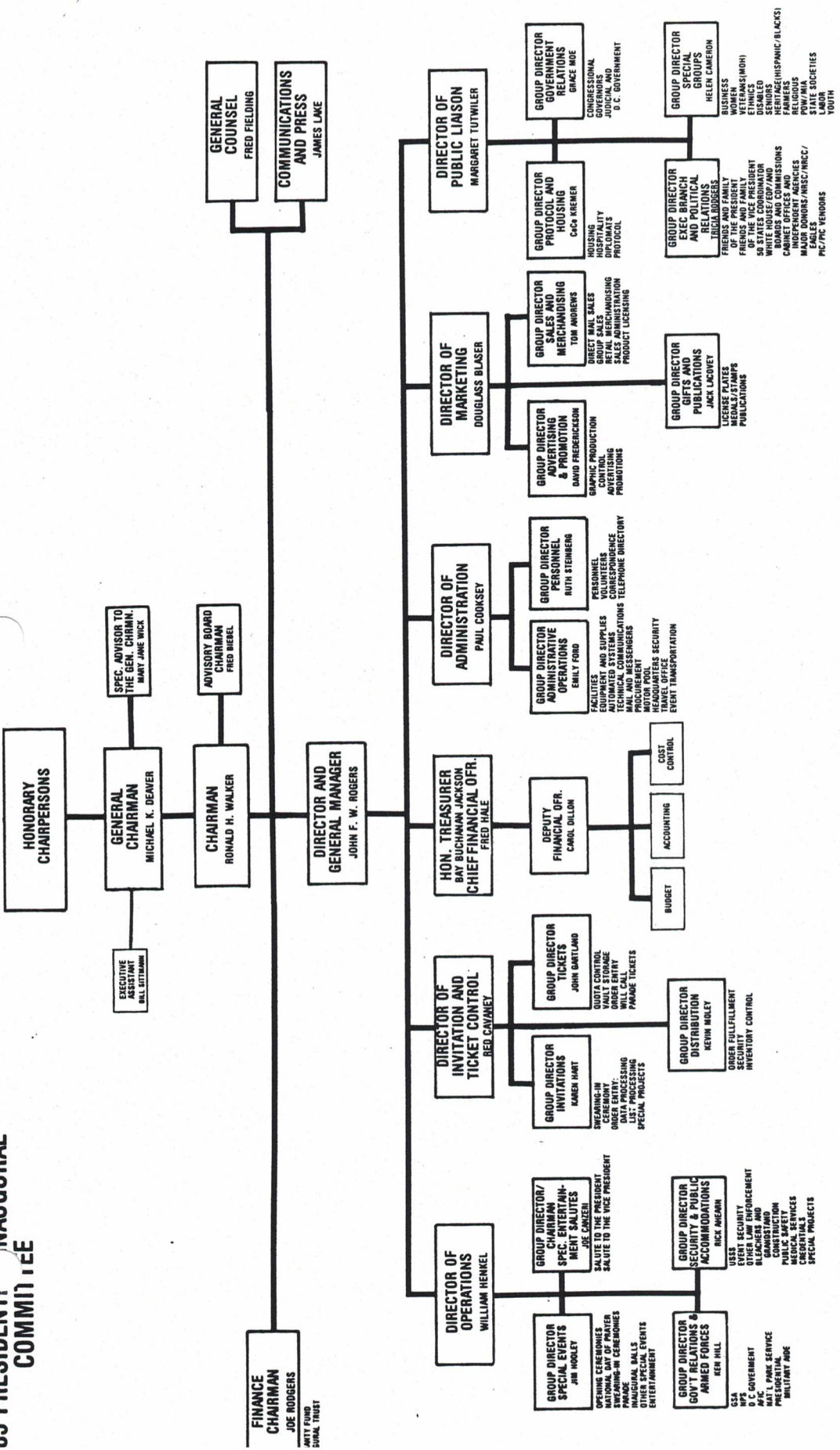
To see all Ronald Reagan Presidential Library inventories visit:
<https://reaganlibrary.gov/document-collection>

Contact a reference archivist at: reagan.library@nara.gov

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

National Archives Catalogue: <https://catalog.archives.gov/>

85th PRESIDENTIAL INAUGURAL COMMITTEE



FINANCE CHAIRMAN
JOE RODGERS
1000 P STREET
S.W. WASHINGTON, D.C. 20004

HONORARY CHAIRPERSONS

GENERAL CHAIRMAN
MICHAEL K. DEANER

CHAIRMAN
RONALD H. WALKER

GENERAL COUNSEL
FRED FIELDING

COMMUNICATIONS AND PRESS
JAMES LAKE

DIRECTOR OF OPERATIONS
WILLIAM HENKEL

GROUP DIRECTOR SPECIAL EVENTS
JIM HOOLEY
OPENING CEREMONIES
NATIONAL DAY OF PRAYER
SWEARING-IN CEREMONIES
PARADE
INAUGURAL BALLS
OTHER SPECIAL EVENTS
ENTERTAINMENT

GROUP DIRECTOR/CHAIRMAN SPECIAL ENTERTAINMENT SALUTES
JOE GREEN
SALUTE TO THE PRESIDENT
SALUTE TO THE VICE PRESIDENT

GROUP DIRECTOR INVITATIONS
KAREN HART
SWEARING-IN
ORDER ENTRY
DATA PROCESSING
LIST PROCESSING
SPECIAL PROJECTS

GROUP DIRECTOR TICKETS
JOHN GARTLAND
QUOTA CONTROL
ORDER ENTRY
ORDER ENTRY
WILL CALL
PMMADE TICKETS

GROUP DIRECTOR DISTRIBUTION
KEYVIN HOLEY
ORDER FULFILLMENT
INVENTORY CONTROL

DEPUTY FINANCIAL OFFICER
CAMIL DILLON

BUDGET

ACCOUNTING

COST CONTROL

DIRECTOR OF ADMINISTRATION
PAUL COORSEY

GROUP DIRECTOR ADMINISTRATIVE OPERATIONS
EMILY FORD
FACILITIES AND SUPPLIES
INVENTORY CONTROL
TECHNICAL COMMUNICATIONS
CORRESPONDENCE
TELEPHONE DIRECTORY
PROCUREMENT

GROUP DIRECTOR PERSONNEL
RUTH STEINBERG
PERSONNEL
TELEPHONE DIRECTORY
CORRESPONDENCE

GROUP DIRECTOR GOVT RELATIONS & PUBLIC AFFAIRS
HELEN CAMERON
U.S. SECURITY
OTHER LAW ENFORCEMENT
BLEACHERS AND
CONSTRUCTION
PUBLIC SAFETY
MEDICAL SERVICES
SPECIAL PROJECTS

GROUP DIRECTOR PROTOCOL AND HOUSING
C&P BREMER
HOUSING
HOSPITALITY
DIPLOMATS
PROTOCOL

GROUP DIRECTOR SALES AND MERCHANDISING
TOM ANDREWS
DIRECT MAIL SALES
GROUP SALES
RETAIL MERCHANDISING
GROUP SALES
PRODUCT LICENSING

GROUP DIRECTOR GIFTS AND PUBLICATIONS
JACK LACROVEY
LICENSE PLATES
METALS/STAMPS
PUBLICATIONS

GROUP DIRECTOR ADVERTISING & PROMOTION
DAVID FREDERICKSON
GRAPHIC PRODUCTION
CENTRAL ADVERTISING
PROMOTIONS

GROUP DIRECTOR EXEC BRANCH AND POLITICAL RELATIONS
TOM ANDREWS
FRIENDS AND FAMILY OF THE PRESIDENT
OF THE VICE PRESIDENT
50 STATES COORDINATOR
WHITE HOUSE/EDP/AND
CABINET OFFICES AND
INDEPENDENT AGENCIES
MEMBERS/ADVISORS/NSC/NCC/
PIC/PTC VENDORS

GROUP DIRECTOR FRIENDS AND FAMILY OF THE PRESIDENT
TOM ANDREWS

GROUP DIRECTOR 50 STATES COORDINATOR
TOM ANDREWS

GROUP DIRECTOR WHITE HOUSE/EDP/AND CABINET OFFICES AND INDEPENDENT AGENCIES
TOM ANDREWS

GROUP DIRECTOR MEMBERS/ADVISORS/NSC/NCC/PIC/PTC VENDORS
TOM ANDREWS

GROUP DIRECTOR LICENSE PLATES
TOM ANDREWS

GROUP DIRECTOR METALS/STAMPS
TOM ANDREWS

GROUP DIRECTOR PUBLICATIONS
TOM ANDREWS

GROUP DIRECTOR PERSONNEL
TOM ANDREWS

GROUP DIRECTOR TELEPHONE DIRECTORY
TOM ANDREWS

GROUP DIRECTOR SECURITY
TOM ANDREWS

GROUP DIRECTOR TRANSPORTATION
TOM ANDREWS

GROUP DIRECTOR CONGRESSIONAL GOVERNORS
TOM ANDREWS

GROUP DIRECTOR JUDICIAL AND U.S. GOVERNMENT
TOM ANDREWS

GROUP DIRECTOR BUSINESS
TOM ANDREWS

GROUP DIRECTOR WOMEN
TOM ANDREWS

GROUP DIRECTOR ETHNIC
TOM ANDREWS

GROUP DIRECTOR DISABLED
TOM ANDREWS

GROUP DIRECTOR SENIORS
TOM ANDREWS

GROUP DIRECTOR FARMERS
TOM ANDREWS

GROUP DIRECTOR RELIGIOUS
TOM ANDREWS

GROUP DIRECTOR CIVIL RIGHTS
TOM ANDREWS

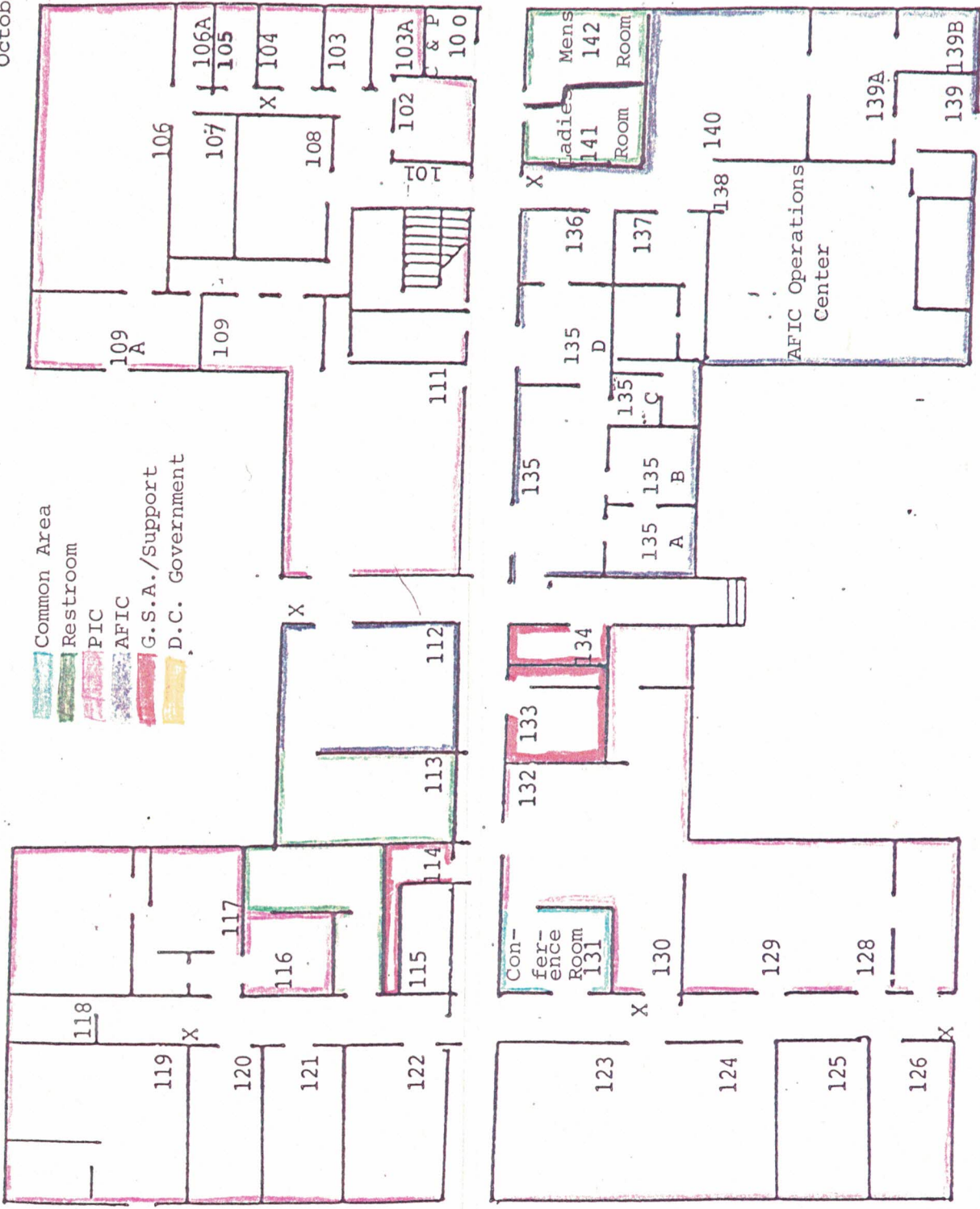
GROUP DIRECTOR HISPANIC/BLACKS
TOM ANDREWS

GROUP DIRECTOR STATE SOCIETIES
TOM ANDREWS

GROUP DIRECTOR LABOR
TOM ANDREWS

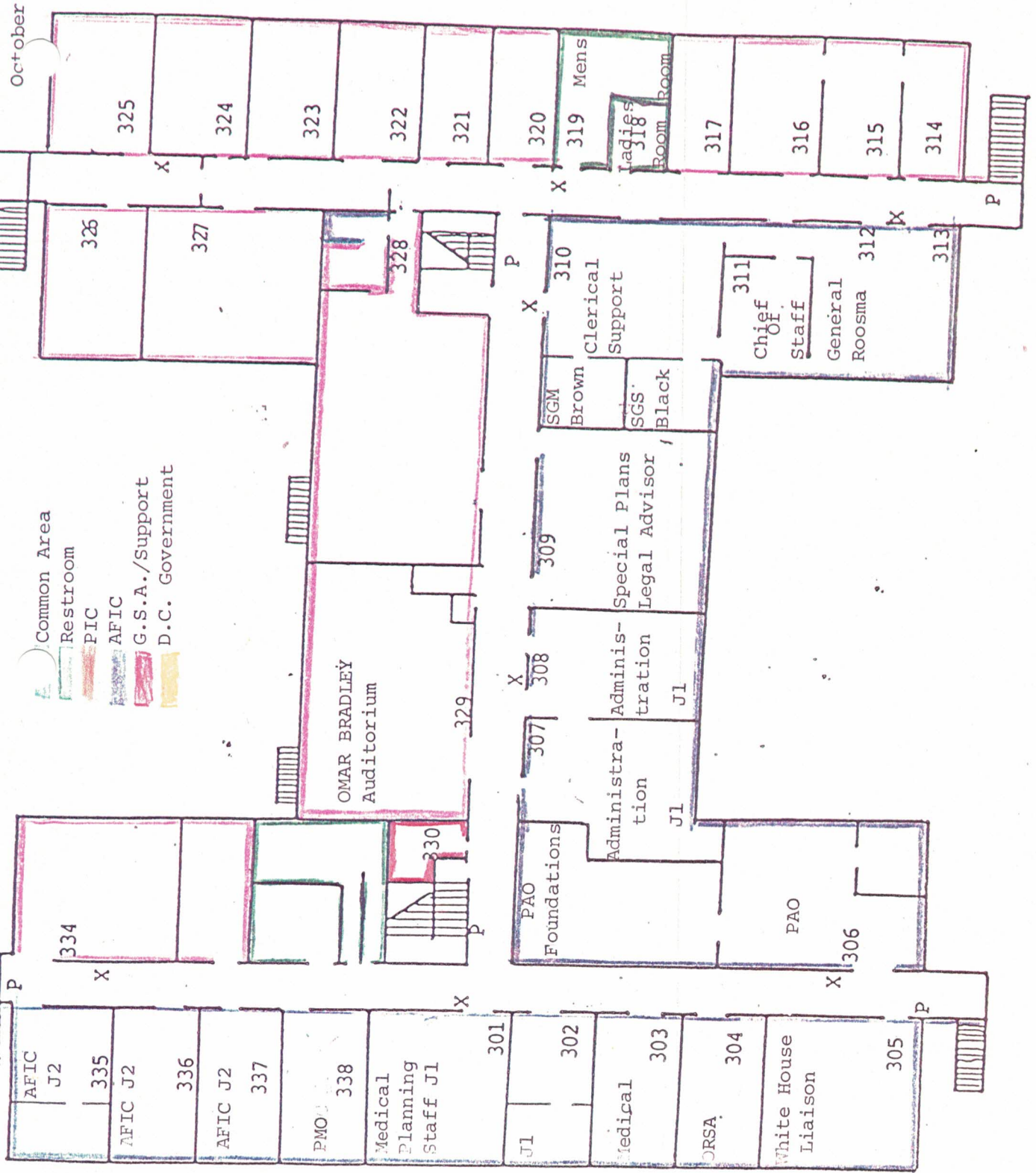
GROUP DIRECTOR YOUTH
TOM ANDREWS

October 23, 1984



P-PULL BOX
X-FIRE EXTINGUISHER

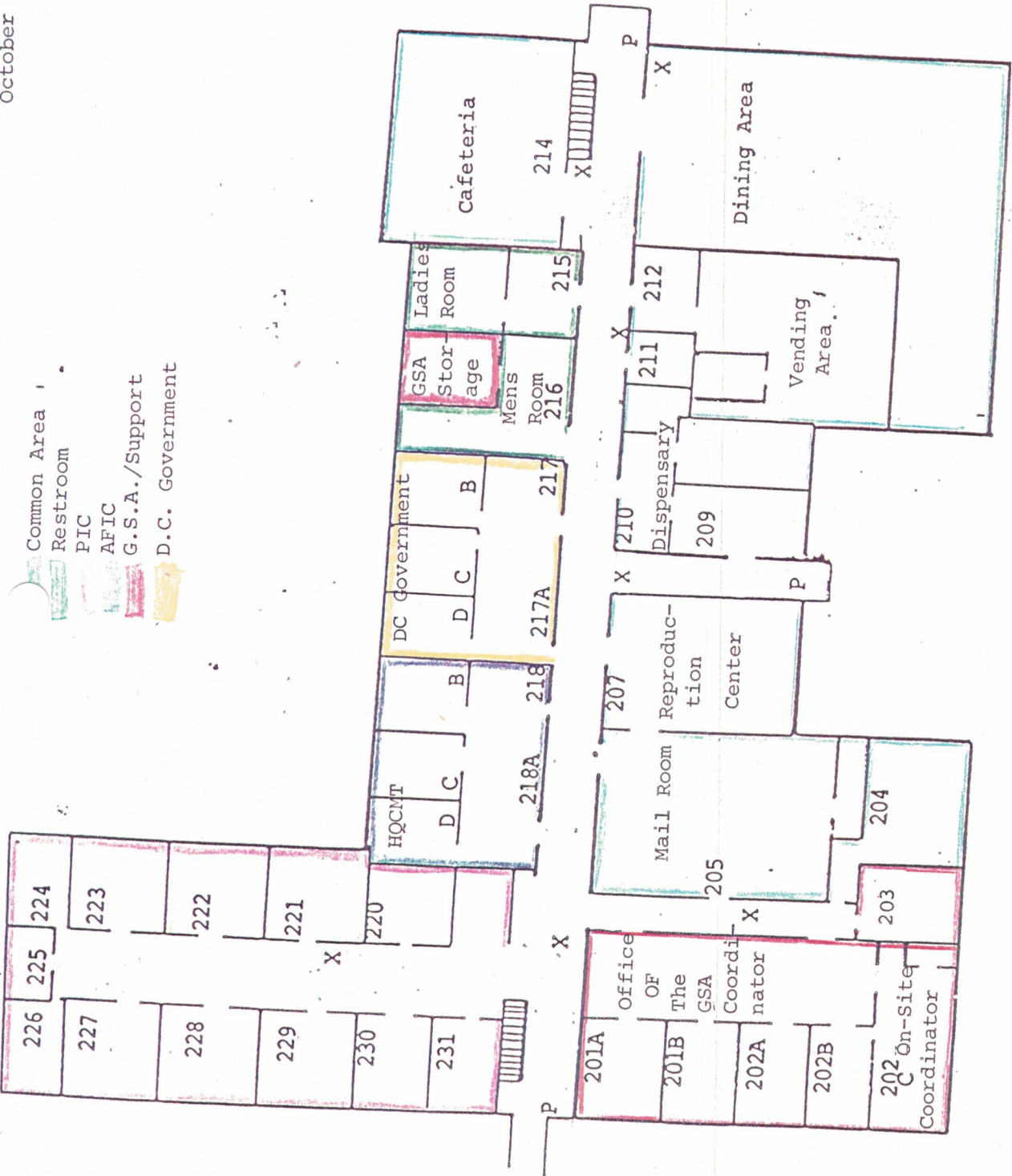
FIRST FLOOR
BUILDING T-5



P-PULL BOX
F-FIRE EXTINGUISHER

SECOND FLOOR
BUILDING T-5

- Common Area
- Restroom
- PIC
- AFIC
- G.S.A./Support
- D.C. Government



P-PULL BOX
 X-FIRE EXTINGUISHER

FIRST FLOOR
 BUILDING T-28

TO: CHAIRMAN, MANAGING DIRECTOR, AND DIVISION DIRECTORS
VIA: PAUL COOKSEY
DIRECTOR OF ADMINISTRATION
FROM: MARY REED
SUBJECT: CONFERENCE ROOMS
DATE: NOVEMBER 16, 1984

After making various inquiries the procedures for using the conference rooms and the General Omar N. Bradley Auditorium are as follows:

Conference Room 313
Chairman's Office
*Pamela Stevens - 433-7500

General Omar N. Bradley Auditorium
Administration Office
*Mary Reed - 433-7610

Conference Room 111 (room number subject to change)
Public Liaison & Invitations/Tickets
*Eileen Upperman - 433-7239

Conference Room 204
General Services Administration
*Andrena Crawford - 433-7300

* Scheduling Contact

cc: mer

DATE 14 JAN 85

LEGEND:

YELLOW - KNOWN PIC EVENTS

BLUE - NON-PIC EVENTS

WHITE - UNCONFIRMED EVENTS

ORANGE - TRADITIONAL EVENTS

STAR - MEDAL OF HONOR RECIPIENTS EVENTS

TIME	EVENT	LOCATION	STATUS
TBA	Martin Luther King Commemoration	Health & Human Svc Humphrey Bldg	Blue
0800-TBA	Ticket "Will Call"	DC Armory	Yellow
1000-1600	Conference	National Portrait	Blue
1000-2100	Sun King Exhibit	Corcoran Gallery	Blue
1900	Washington Opera ("L'Italiana)	Terrace Theatre	Blue
1900	"Citizen Tom Paine" (Play)	Eisenhower Theatre	Blue
1935-TBA	Hockey	Capitol Centre	Blue

DATE 15 JAN 85

TIME	EVENT	LOCATION	STATUS
0800-TBA	Ticket "Will Call"	DC Armory	Yellow
1000-2100	Sun King Exhibit	Corcoran Gallery	Blue
2000	Opera ("The Rake's Progress")	Terrace Theatre	Blue
2000	Play ("Citizen Tom Paine")	Eisenhower Theatre	Blue

DATE 16 JAN 85

TIME	EVENT	LOCATION	STATUS
TBA	Martin Luther King Commemoration	Health & Human Svc (Humphrey Bldg)	Blue
0800-TBA	Ticket "Will Call"	DC Armory	Yellow
1000-1600	Conference	National Portrait Gallery	Blue
1000-2100	Sun King Exhibit	Corcoran Gallery	Blue
1800-TBA	Reception	Corcoran Gallery	White
1935-TBA	Sports Event (Basketball)	Capitol Centre	Blue
2000	Opera ("L'Italiana")	Terrace Theatre	Blue
2030	National Symphony Orchestra	Concert Hall	Blue
2030	Play ("Citizen Tom Paine")	Eisenhower Theatre	Blue

DATE 17 JAN 85

TIME	EVENT	LOCATION	STATUS
0800-TBA	Taste of America	DC Armory	Yellow
0800-TBA	Ticket "Will Call"	DC Armory	Yellow
1000-2100	Sun King Exhibit	Corcoran Gallery	Blue
1600-2200	Gallery Theatrical Program	National Portrait Gallery	Blue
1800-2200	Repub. Nat Com. Dinner	J.W. Marriott	Blue
1935-TBA	Hockey	Capitol Centre	Blue
2000-2130	PIC Chairman's Reception	TBA	Orange
2030	National Symphony Orchestra	Concert Hall	Blue
2030	Play ("Citizen Tom Paine")	Eisenhower Theatre	Blue
TBA	RNC Reception	J.W. Marriott	Blue

DATE 18 JAN 85

TIME	EVENT	LOCATION	STATUS
0800-TBA	Taste Of America	DC Armory	Yellow
0800-TBA	"Ticket Will Call"	DC Armory	Yellow
0800-2200	Repub. Nat Com. Breakfast/ Lunch/Dinner	J.W. Marriott	Blue
1000-2100	Sun King Exhibit	Corcoran Gallery	Blue
1800-TBA	Eagles 10 Reception	Washington Hilton	Blue
1800-TBA	Reception	Corcoran Gallery	White
1900-2300	Nat. Congress Club Dinner	Mayflower	Blue
1900-TBA	VFW Reception	TBA	White
1930-2015	Opening Ceremonies	Elipse	Yellow
1935-TBA	Wrestling	Capitol Centre	Blue
2000 (ON/HOLD)	Opera ("L'Italiana)	Terrace Theatre	Blue
2000-2130	Candle light Dinner	Kennedy Center	Orange
2030 (ON/HOLD)	National Symphony Orchestra	Concert Hall	Blue
2030 (ON/HOLD)	Play ("Citizen Tom Paine")	Eisenhower Theatre	Blue

DATE 19 JAN 85

TIME	EVENT	LOCATION	STATUS
0700-1700	DC National Guard	DC Armory	Blue
0800-TBA	Taste Of America	DC Armory	Yellow
0800-TBA	Ticket Will Call	DC Armory	Yellow
1000-2100	Sun King Exhibit	Corcoran Gallery	Blue
1100-1300	Brunch, Chief Diplomatic Missions	OAS	Orange
1100-1430	Nat Rep Senatorial Committee Reception	J.W. Marriott	Blue
1200-1400	Distinguished Ladies Reception	Kennedy Center	Orange
1200-1400	Governor's Luncheon	Hall of States	White
1330-1630	Young Rep Nat Fed Luncheon	Washington Hilton	Blue
1400-1600	Seniors/Handicapped Reception	Health/Human Service	Orange
1400-1700	Youth Gala	Convention Center, Hall A	Yellow
1600-1800	Governor's Reception	TBA	Orange
1600-2200	Gallery Theatrical Program	Nat. Portrait Gallery	Blue
1700-1900	IL State Soc Ball	Nat Press Club	White
1800-TBA	Reception (NV State Society)	Capitol Hilton	Blue
1800-TBA	VFW Dinner, Medal of Honor	Sheraton Washington	Blue
1800-2200	Jefferson Ed Foundation Dinner	J.W. Marriott	Blue
1800-2400	NV State Soc Ball	Capitol Hilton	White
1800-2400	WV State Soc Ball	Mayflower Hotel	White
1900-2300	American Conservative Union Dinner	Mayflower	Blue
1900-2400	IN State Soc Ball	Sheraton Wash Hotel	White
1900-TBA	MD Inaug Committee Banquet	Sheraton Wash	Blue
1935-TBA	Hockey	Capitol Centre	Blue
2000-2300	Distinguished Supporters Gala	Convention Center, Hall A	Yellow
2000-TBA	TX State Soc Ball	Sheraton Washington or Washington Hilton	White
2000 (ON/HOLD)	Opera ("The Rake's Progress")	Terrace Theater	Blue
2030 (ON/HOLD)	National Symphony Orchestra	Concert Hall	Blue

2030 (ON/HOLD) Play ("Citizen Tom Paine")

Eisenhower Theater

Blue

DATE 20 JAN 85

TIME	EVENT	LOCATION	STATUS
0700-1700	DC National Guard Drill Weekend	DC Armory	Blue
0800-TBA	Taste of America	DC Armory	Yellow
0800-	Ticket Will Call	DC Armory	Yellow
0830-TBA	AMVETS Host Breakfast	Sheraton National	Blue
1000-2100	Sun King Exhibit	Corcoran Gallery	Blue
1100-1400	NE State Soc Brunch	TBA	White
1200-TBA	AMVETS, JCS Luncheon	Sheraton National	Blue
1200-TBA	Swearing In	East Room	Yellow
1200-1400	Governor's Luncheon	Hall of States	White
1400-1600	Vice Presidential Reception	American Museum of American History	Orange
1600-1700	Convocation	Washington Catherdral	White
1700-TBA	Super Bowl Party (Republican Eagles)	Capital Hilton	Blue
1800-TBA	Reception	Corcoran Gallery	White
1800-TBA	Reception (Athletes for Reagan/Bush)	Capital Hilton	Blue
1800-TBA	Super Bowl Opening Pageant	Jefferson Memorial	Orange
1800-2400	Ohio Rep. State	Sheraton National	Blue
1900-TBA	DAV Dinner	Sheraton National	Blue
1900-2400	KY State Soc Ball	National Press Club	White
2030	Play ("Citizen Tom Paine")	Eisenhower Theater	Blue
2300-0300	Nat Rep Senatorial Com. Midnight Buffet	J.W. Marriott	Blue

DATE 21 JAN 85

TIME	EVENT	LOCATION	STATUS
0800-1000	TN State Soc Breakfast	Sam Rayburn Bldg	White
TBA	IA State Soc Event	TBA (Church near Library Of Congress)	White
0900	Inaugural Mass	Shrine of Immaculate	Blue
0900	ROA Brunch	ROA HQ	Blue
1100-1400	Nat Fed of Repub. Women Luncheon	Sheraton Grand	Blue
1100-2400	AL State Soc Luncheon	Cannon House Caucas Room	White
1200-1300	Public Swearing In	West Front	Yellow
1200-1400	Governor's Luncheon	Hall of States	White
1200-1400	Congressional Luncheon	Statuary Hall	Yellow
1400-1515	Parade	Downtown	Yellow
1600-1700	Band Concert	West Front	Yellow
1700-1800	Sky Salute	TBA	Yellow
1800-2200	Reagan Bush Finance Comm. Recpt	Sheraton Grand	Blue
1800-2400	SC State Soc Ball	Hotel Washington or L'Enfant Plaza	White
1800-TBA	Amer Legion Ball, Medal of Honor	Capitol Hilton	Blue
1900-2400	VA State Society Reception	Top Of The Town	White
1935-TBA	Sports Event (Basketball)	Capitol Centre	Blue
2000-2400	Inaugural Ball	Sheraton Washington Washington Hilton(2) Kennedy Center Pension Building Shoreham Hotel Mayflower Hotel Convention Center(2) DC Armory(Youth Ball) Air & Space Museum	Green



November 24, 1984

THE COMMITTEE
FOR THE
50TH AMERICAN
PRESIDENTIAL
INAUGURAL

Washington, D.C.
20599

202/433-7100

MEMORANDUM FOR: GENERAL CHAIRMAN
CHAIRMAN
DIRECTOR AND GENERAL MANAGER
ALL DIVISION DIRECTORS

FROM: PAUL COOKSEY
DIRECTOR OF ADMINISTRATION *PC*

SUBJECT: INAUGURAL TRANSPORTATION

The Inaugural Transportation Division (453-8808) is available to assist authorized Inaugural staff members in moving throughout the Washington, D.C. area on official Inaugural business. The motorpool will support all full-time Inaugural staff whose names will be provided by the Administrative Division and is divided into two categories:

1. Priority. In addition to providing transportation service during the course of the day, after-hours service is allowed for official Inaugural business. This category receives scheduling priority. Priority users include division directors and group directors.
2. General. Restricted official use of transportation service is authorized for all full-time Inaugural staff members. Restricted official use includes trips in the Washington area between the hours of 7:00 a.m. to 8:00 p.m. on weekdays only on an as-available basis.

Effective December 1, transportation service will be expanded to 7 days a week and the new hours will be from 7:00 a.m. to 10:00 p.m.

Since the number of vehicles is limited, it is necessary that all members observe the rules outlined below to assure fair and equitable use of resources:

- a. Do not ask drivers to wait more than 15 minutes. Drivers are instructed to return to the garage for subsequent trips after discharge of passengers.
- b. Transportation to or from restaurants is provided only for Priority List members and only if conducting official Inaugural business.
- c. Do not request transportation for guests unless accompanied by an authorized Staff member and only if conducting official Inaugural business.

- d. Transportation to or from residences is not authorized (Refer to the shuttle bus schedule).
- e. No one will be provided a dedicated car or driver.
- f. Because of the limited number of vehicles, it is imperative that the use of the motorpool be restricted to official Inaugural business.

Passengers will be met and returned to the rear entrance of the Inaugural Committee.

Any questions regarding these rules should be directed to the Administrative Office (433-7610) or the Motorpool office (453-8910).

PC/mer



PLEASE POST

PLEASE POST

THE COMMITTEE
FOR THE
50TH AMERICAN
PRESIDENTIAL
INAUGURAL

Washington, D.C.
20599

202/433-7100

NOTICE

A weekday shuttle service for PIC employees and volunteers will begin Monday, November 26. It will run from PIC Headquarters to the RNC (South Capitol Metro Stop), to the White House (southwest gate), and return to PIC Headquarters via the RNC. Initial operating hours are as follows:

Morning Run

7:00	Depart PIC	8:00	Depart PIC
7:10	Arrive RNC	8:10	Arrive RNC
7:15	Depart RNC	8:15	Depart RNC
7:25	Arrive WH	8:25	Arrive WH
7:30	Depart WH	8:30	Depart WH
7:40	Arrive RNC	8:40	Arrive RNC
7:45	Depart RNC	8:45	Depart RNC
7:55	Arrive PIC	8:55	Arrive PIC

Evening Run

6:00	Depart PIC	7:00	Depart PIC
6:10	Arrive RNC	7:10	Arrive RNC
6:15	Depart RNC	7:15	Depart RNC
6:25	Arrive WH	7:25	Arrive WH
6:30	Depart WH	7:30	Depart WH
6:40	Arrive RNC	7:40	Arrive RNC
6:45	Depart RNC	7:45	Depart RNC
6:55	Arrive PIC	7:55	Arrive PIC



The Committee for the 50th American Presidential Inaugural

1985

MEMORANDUM FOR SENIOR STAFF

FROM: RONALD H. WALKER *W*

SUBJECT: White House Liaison

DATE: November 21, 1984

Effective immediately, Bill Sittmann will be the White House liaison for any scheduling activities (1) originating from the White House and (2) originating from the Inaugural Committee.



1985

The Committee for the 50th American Presidential Inaugural

MEMORANDUM

To: Ron Walker
From: Jim Lake
Re: Proposal for Press Conference
Date: November 26, 1984

The Press Conference on Wednesday, November 28, would ideally start with Mike Deaver reading an opening statement, prior to both your opening statement and the questions for the press. For both you and Mr. Deaver, the press office would prepare either a formal statement or talking points, whichever are preferred. However, in either format, we would put together quotes for the press release which, among other things, will be included in the press kit.

Aside from introducing the theme of the Inaugural -- "We the People ... An American Celebration" -- Mr. Deaver would address the following:

- * The Inaugural as a people's celebration in which all can participate.

- * The Inaugural as a continuation of the theme of national unity the President stressed in the campaign.

- * The historical significance of the nation's 50th Presidential Inaugural.

Following his statement, Mr. Deaver would introduce you to the press. Ideally, you should address the following before taking questions from the press:

1. The appointments of Joe Rodgers and Mary Jane Wick.

2. The Calender of Events, including:

- a. The Prelude Pagaent

- b. Salute to the Vice President/The American Showcase Inaugural Gala

- c. Youth Executive Forum
- d. Youth Concert
- e. The 50th American Presidential Inaugural Gala
- f. The National Prayer Service
- g. Private Swearing-In Ceremony
- h. National Pageant of Youth
- i. The Official Inaugural Ceremony
- j. Private Congressional Luncheon
- k. The 50th American Presidential Parade
- l. American Inaugural Balls

(In addition to the above events, I would think you should touch briefly upon the American Inaugural Information Galleries.

In discussion of all events, you should mention -- and we'll prepare the necessary handouts for the press kits -- the dress code, how many of the events are free, how much the tickets are for specific events. The question of who will be invited is addressed below.)

3. The unveiling of the Official Logo (which will be on the press kits.)

4. The unveiling -- in whatever form is available -- the memorabilia that will be marketed by Doug Blaser, as well as a description of how it will be marketed.

5. The means by which the Inaugural Committee will be inviting people to various functions, including:

- a. The 400,000 Commemorative Announcements
- b. The work done at the state level to make certain as many people as possible are invited.

We will be pleased to put together all material for the press kit, including:

1. The previous press releases on the Division Directors.
2. A new press release that capsulizes what you and Mr. Deaver will be saying.
3. A copy of the logo for reproduction purposes.
4. A listing of the events, along with their prices,

333, Memo to Ron Walker from Jim Lake

as well as dress codes and other applicable information.

5. Finally, a press release on Mary Jane Wick and on Joe Rodgers.

November 23, 1984

MEMORANDUM

TO: Fred F. Fielding, Esq.
FROM: Robert W. Barker
Deputy General Counsel
RE: Conflicts of Interest

Attached is a proposed memo on conflicts of interest.

Wednesday, Ron Walker mentioned concern on this as to consultants.

It appears desirable to put out some notice to staff, particularly volunteers. This could come from you, Ron Walker or John Rogers.


Robert W. Barker

Enclosure

~~cc:~~ Michael K. Deaver
Mr. Ronald H. Walker
Mr. John F.W. Rogers

November 23, 1984

MEMORANDUM

TO: Staff of Committee for the 50th American
Presidential Inaugural

FROM: Fred F. Fielding, General Counsel

RE: Conflicts of Interest

The Committee is concerned that all possible conflicts of interest be handled correctly.

Persons on leave from or otherwise connected with companies or organizations to serve with the Committee should avoid conflicts by not dealing with those companies or organizations. Where it appears that the Committee is contemplating dealing with such companies or organizations, the concerned individual should disclose all facts concerning the relationship immediately, and prior to commitment on any transaction, to the Director and General Manager.

In our contract with consultants we have the following provision:

"...agrees that he/she will not accept anything of value whatsoever, nor any fee nor remuneration of any kind from any vendor or other person negotiating or entering into any contract, or contracts, or relationship with the Committee."

We expect the same standard of conduct from all staff persons.

If you have any questions in this connection on any transaction, please consult the person to whom you report.

Ron or H

Bill

Shane

November 26, 1984

MEMORANDUM FOR RONALD WALKER

From: Bill Henkel *[Signature]*

Subject: Interagency Inaugural Support Group

Last month, on the initiative of General Roosma (AFIC). An Interagency Inaugural Support Group was established to provide a forum for which all interested government agencies could meet and remain current on the overall progress of the Inaugural planning process.

A meeting of this group is scheduled for November 28, at 2:00 p.m., in the Omar N. Bradley Auditorium, under the auspices of the Presidential Inaugural Committee (PIC). As this is the first meeting many of these agencies will have had with senior representatives of the PIC, it is critical that we be appropriately represented.

Each agency will be prepared to make a brief presentation on their role in the inaugural and provide a status report. They also will be given the opportunity to raise any issues that may be of interest to all.

Since many of these representatives have not had normal access to the policy level members of the PIC, I strongly recommend that Mike Deaver and/or yourself be present to make some brief introductory remarks on the philosophy and goals of the PIC (as you did with the D.C. Government representatives last week). This would go far in recognizing these individuals that are a key element in the future success of our efforts.

Bill do it

Let M.D. office know

RON will do it

M E M O R A N D U M

TO: Tricia Rodgers
FROM: Genny McSweeney *ASW*
DATE: December 12, 1984
RE: Complimentary Accomodations

OK
Elaine Crispen has requested that in the event that all four Reagan children come to the Inaugural and stay in the Executive Mansion, complimentary hotel rooms be provided for Neil and Bess Reagan.

As you recommended, we previously asked Maureen Reagan's office if Maureen would like complimentary rooms for her in-laws, Dr. and Mrs. Revell. Maureen responded that she would like complimentary accomodations. We expect to hear shortly where the Revells will be staying.

Please advise in light of the attached.

MDF-
NO complimentary for hotel for 1st & 2nd family, correct?
TR
12/12

Attachment



THE COMMITTEE
FOR THE
50TH AMERICAN
PRESIDENTIAL
INAUGURAL

Washington, D.C.
20599

202/433-7100

December 6, 1984

DECISION MEMORANDUM FOR RONALD H. WALKER
THROUGH: Margaret D. Tutwiler *MOT*
FROM: Patricia A.E. Rodgers *TR*
SUBJ: Complimentary Hotel Rooms

To date, we are not sure what members of the President's family will be staying in the residence, and what members will be staying in hotels:

For the Vice President, the following family members will be staying in hotels:

Mr. and Mrs. George W. Bush (son and family)
Mr. and Mrs. John E. Bush (son and family)
Mr. and Mrs. Neil M. Bush (son and family)
Mr. and Mrs. Marvin P. Bush (son and family)
Mr. and Mrs. William LeBlond (daughter and family)
Mrs. Prescott Bush, Sr. (mother)

Members of my staff have been asked whether or not family members' hotel rooms will be complimentary.

_____ approve

disapprove *MKD*

Also, will incidental expenses charged to the hotel room be considered complimentary as well?

_____ approve

disapprove *MKD*

Thank you.



THE COMMITTEE
FOR THE
50TH AMERICAN
PRESIDENTIAL
INAUGURAL

Washington, D.C.
20599

202/433-7100

M E M O R A N D U M

File

TO: Margaret Tutwiler
THRU: Tricia Rodgers
FROM: Genny McSweeney *GM*
DATE: January 10, 1985
RE: Reverend Graham

Reverend Graham thanks the Committee, but declines our offer to pay for his airfare, hotel and tickets to the Events.

cc: *✓* Bill Sittmann



December 4, 1984

THE COMMITTEE
FOR THE
50TH AMERICAN
PRESIDENTIAL
INAUGURAL

Washington, D.C.
20599
202/433-7100

MEMORANDUM FOR FREDERICK K. BIEBEL
DOUGLASS BLASER
RED CAVANEY
PAUL COOKSEY
MICHAEL K. DEAVER ✓
FRED F. FIELDING
FRED HALE
WILLIAM HENKEL
JAMES LAKE
JOE RODGERS
JOHN F. W. ROGERS
RONALD H. WALKER
MARY JANE WICK

FROM: MARGARET TUTWILER *not*

SUBJECT: INAUGURAL COMMITTEE STATE COORDINATORS

Attached for your information is an updated Inaugural Committee State Coordinators list prepared by Linda White in Tricia Rodgers' office.

Please destroy any prior lists you may have.

INAUGURAL COMMITTEE STATE COORDINATOR

STAFF PERSON	STATE	COORDINATOR	PHONE #	POINT PERSON	PHONE #
Becky McMahan	ALABAMA	Hon. Jack Edwards 2369 Rayburn House Ofc Bldg Washington, D.C. 20515	202/225-4931 690-2811 h	Pers. Secty: Charlotte Devito AA: David Pruett or: Bill Harris	205/ 324-1984
Mary Ann Christensen	ALASKA	Hope Nelson SRA Box 2073-N Anchorage, AK 99507 (300 West 5th Ave 99501)	907/346-2696 h		
Becky McMahan	AMERICAN SAMOA	Gov. Peter Coleman	011-684-633-4116	Fred Radewagen 444 N. Capitol St. Suite 316 Washington, DC 20001 Attn: Sharon Reese	202/ 737-9740
Mary Ann Christensen	ARIZONA	Maggie Orth 3501 N, 24th St Phoenix, Arizona	602/277-2583 h 602/248-8484 o		
Becky McMahan	ARKANSAS	Sharon Shipley 3500 South Boston Ft. Smith, AR 72903	501/783-2326 o 501/646-8579 h		
Mary Ann Christensen	CALIFORNIA	Bruce Nestande Supervisor, 3rd District Orange County Hall of Admin. 10 Civic Center Plaza Santa Ana, CA 92701	714/834-3330 714/974-3301 h		
Mary Ann Christensen	COLORADO	Holly Coors 3400 E. Bayard, Ste. 290 Denver, CO 80209	(office) 303/279-1600 h 303/322-1984		
ileen Kishaba	CONNECTICUT	Greg Batterson 313 Woodbridge Road Coventry, CT 06238	203/742-5937 h 203/249-9661	<u>Aide:</u> Ann Dunbar One High Street Hartford, CT 06103	
ileen Kishaba	DELAWARE	Jerry Herlihy 2008 Pennsylvania, Ste 208 Wilmington, DE 19806	302/654-3111 o 302/652-5897 h		

11/17 update dist.
11/20 update dist.
12/4 update dist.

STAFF PERSON	STATE	COORDINATOR	PHONE #	POINT PERSON	PHONE #
Aileen Kishaba	DISTRICT OF COLUMBIA	Ann Heuer 440 1st St., N.W. 3rd Floor Washington, D.C. 20001	662-1382 362-9189 h	Back Up: Lois Devecchio Vivian Camberg	362-8079 h 662-1382
Becky McMahan	FLORIDA	Tommy Thomas Post Office Box 490 Panama City, FL 32401 (Secty: Sally Bond)	904/785-5221 o 904/235-0482 h	Street Address: c/o Thomas Chevrolet 705 West 15th Street Panama City, FL 32401	
Becky McMahan	GEORGIA	Hon. George M. Israel Mayor, City of Macon Post Office Box 247 Macon, GA 31298	912/744-7170 o 912/474-1149 h	Scott Wood	912/ 744-7173
Becky McMahan	GUAM	Peter F. Perez, Jr. P.O. Box 3404 Agana, Guam 96910	671/477-8362 671/477-8362		
Mary Ann Christensen	HAWAII	Frank Kometani 2104 South King Street Honolulu, HI 96826	808/949-6608 o 808/732-1737 h	Back Up Person: Kathy Crowser	808/ 526-1755
Mary Ann Christensen	IDAHO	Lorna Auld 4154 Mountain View Drive Boise, ID 83704	208/376-8368	Contact: Ed Murnane 127 North Dearborn Suite 828 Chicago, IL 60602	312/ 394-8847 h 836-4020 o
Aileen Kishaba	ILLINOIS	Gov. James Thompson		Assistants: Lesla Dietrick	317/ 636-0840 o 926-6627 h
Aileen Kishaba	INDIANA	Dennis Nicholas, M.D. St. Francis Hospital 1600 Albany Street Beach Grove, IN 46107	317/787-3311 o 317/542-1686 h	Ellie Holt (GOP)	317/ 635-7561
Aileen Kishaba	IOWA	Gov. Terry Branstad		Contact: Mike Flesher Iowa GOP 1540 High Street Des Moines, IA 50309	515/ 282-8105 o

STATE PERSON STATE COORDINATOR PHONE # POINT PERSON PHONE #

Becky McMahan KANSAS Pete McGill
McGill & Associates
700 Jackson Street
Topeka, KS 66603
913/233-4512 o
913/267-4178 h

Becky McMahan KENTUCKY Nelda L. Barton
1311 Seventh Street Road
Corbin, KY 40701
606/528-2404 h
606/528-0374 o

Becky McMahan LOUISIANA Deborah Bowland
3645 Woodland Ridge Blvd
Baton Rouge, LA 70816
504/293-0516

Aileen Kishaba MAINE Linwood Palmer
West Neck Road
Noble Borough, ME 24455
207/563-5317 h
Aides:
Pamela Cahill
Sharon Stubbs
Rick Bennett
51 Chapel St
Augusta, ME 04330
207/
443-4429
622-5787
207/
622-6247 o
293-2761 h

Aileen Kishaba MARYLAND Mrs. Barbara H. Taylor
8801 Belmart Road
Potomac, MD 20854
301/983-1999 o

Aileen Kishaba MASS-ACHUSETTS Frank Conway
8 Grove Street
Wellesley, MA 02181
617/235-3311 h
617/235-7000 o

Aileen Kishaba MICHIGAN E. Spencer Abraham
2121 East Grand River
Lansing, MI 48912-3209
517/487-5413 GOP
517/351-3536 h
Back Up:
Jane Hershey/GOP

Aileen Kishaba MINNESOTA Marcilyn Leier
2473 N. Churchill Ave.
Roseville, MN 55113
612/484-6443 H
218/485-8542
(Lake)
Assistant:
Kim Lind/GOP
612/
854-1446 o

Becky McMahan MISSISSIPPI Hon. Trent Lott
2400 Rayburn House Ofc Bldg
Washington, D.C. 20515
202/225-5772
703/354-8350 h
Contact:
Susan Wells
Chris Henick
601/
948-5191

Aileen Kishaba MISSOURI Bill Macon
100 N. Broadway, Ste 1700
St. Louis, MO 63102
314/231-0100
Assistant:
Jo Anne Davis
314/
569-2354 h
434-5574
(msg#)

STAFF PERSON	STATE	COORDINATOR	PHONE #	POINT PERSON	PHONE #
Mary Ann Christensen	MONTANA	Marge Siems 3014 Glacier Drive Billings, MT 59102	406/252-9164		
Becky McMahan	NEBRASKA	Glenn Wilson P.O. Box 1365 Grand Island, NE 68802 (Street Address:) (2343 N. Webb Rd) (Grand Island, NE 68801)	308/384-8163 308/384-8582 h		
Mary Ann Christensen	NEVADA	Eleanor Mills 2920 Ashby Avenue Las Vegas, NV 89102	702/870-0727	Back Up: Ken Sawyer	702/ 877-7031 o 363-2675 h
Aileen Kishaba	NEW HAMPSHIRE	John Stabile 410 Amherst Street Nashua, NH 03063	603/889-0318 o 603/889-4415 h	Assistant: Angela Sullivan	
Aileen Kishaba	NEW JERSEY	Bill Palatucci 547 East Scott Avenue Rahway, NJ 07065	201/388-9250 h 609/989-7300 o (effec.12/1)		
Mary Ann Christensen	NEW MEXICO	Corky Morris 1411 Broadway, N.E. Albuquerque, NM 87102	505/268-1611 h 505/242-2489 o		
Aileen Kishaba	NEW YORK	George Clark, Jr. 315 State Street Albany, NY 12210	212/596-1414 GOP 212/376-6887 h 212/266-3900 o	Attention: <u>Ed Lurie</u>	
Becky McMahan	NORTH CAROLINA	Hon. Eugene Johnston 338 N. Elm Street Greensboro, NC 27401	919/273-4797 o 919/272-3911 h 919/373-1223 o	R-B Ed: Nancy Team	919/ 273-4797 o 288-9050 h
Mary Ann Christensen	NORTH DAKOTA	Phyllis Connally 2725 North Washington St. Bismarck, ND 58501	701/224-4270 o 701/224-8209 h		
Aileen Kishaba	OHIO	Martha Moore Ohio Republican Party 50 W. Broad St., #3300 Columbus, OH 43215	614/228-2481 o 614/432-2527 r	Aide: <u>Floise Wingate</u>	614/ 228-2481

STAFF PERSON	STATE	COORDINATOR	PHONE #	POINT PERSON	PHONE #
Becky McMahan	OKLAHOMA	Dorothy Zumwalt 30 North Moccasin Place Sapulpa, OK 74066	918/224-3537 h		
Mary Ann Christensen	OREGON	Diarmuid O'Scannlain 1001 S.W. 5th 1600 Orbanco Portland, OR 97204	503/228-0537 h 503/224-1600 o	Back Up: Brent Bauder	503/ 228-0616 (Rep Hqt)
Aileen Kishaba	PENN- SYLVANIA	Rick Robb 1 Plymouth Meeting, Ste 525 Plymouth Meeting, PA 19462	215/825-5200 215/447-1897 h	Contact: Bob Taylor	215/ 825-5200
Becky McMahan	PUERTO RICO	Mario Gaztambide Banco Popular Center, Ste 1214 Hato Rey, Puerto Rico 00918 809/765-2988 w (Secty/Angie) 800/764-4591 or 8439 h	Mickey Galib Cortijo Bajo GA9 San Juan, PR 00657	Mickey Galib GPO Box 2423 San Juan, PR 00936	809/ 792-0136 o 783-2982 h 782-0751 h
Aileen Kishaba	RHODE ISLAND	John Holmes 146 Westminster St. Providence, RI 02903	401/247-1212 h 401/421-2570 o	Aide: Ann Allen	
Becky McMahan	SOUTH CAROLINA	Warren Tompkins P.O. Box 5247 Columbia, SC 29250	803/799-1610 803/782-1666 h		
Becky McMahan	SOUTH DAKOTA	Walter Dale Miller R.R. 1, Box 57 New Underwood, SD 57761 (Street Address:) (Dakota National Life) (629 Quincy) (Rapid City, SD 57701)	605/342-3491 605/754-6727 h		
Becky McMahan	TENNESSEE	Susan Richardson-Williams 3815 Cleghorn Avenue Nashville, TN 37215	615/383-7890 o 615/484-8411 husband's ofc 615/385-2885 h		
Becky McMahan	TEXAS	Martha Weisend 8238 San Benito Dallas, TX 75218	214/328-4092 h		

STAFF PERSON	STATE	COORDINATOR	PHONE #	POINT PERSON	PHONE #
Mary Ann Christensen	UTAH	Jon Huntsman, Jr. 241 North Vine Salt Lake City, UT 84103	801/355-1337 h 801/532-5200		
Aileen Kishaba	VERMONT	Roland Seward Rte 140 East Wallingford, VT 05742	802/259-2311 o/am 802/773-2738 o/pm 802/259-2315 h		
Becky McMahan	VIRGIN ISLANDS	Ann E. Abramson P.O. Box 308 Frederiksted, St. Croix, VI 00840	809/772-0359 o 809/772-0278 h		
Becky McMahan	VIRGINIA	John Alderson P.O. Box 543 Daleville, VA 24083	703/992-4840 703/992-1318 h	Secretary: Colleen Wagner	703/ 992-4840 o 342-6351 h
Mary Ann Christensen	WASHINGTON	(Street Address:) (Botetourt Plaza) (Route 220) (Daleville, VA 24083) Grant Peterson Route 4, Box 43 Cheney, WA 99004	509/456-2265 509/235-8595 h	R-B ED: Jay O'Brien R-B Coord: Don Moseley	978-7908 h 804/ 969-4292 o 969-4559 h
Becky McMahan	WEST VIRGINIA	Mrs. Priscilla Haden 100 58th Street Vienna, WV 26105	304/295-5367 h		
Aileen Kishaba	WISCONSIN	Helen Bie 135 East Whitney Green Bay, WI 54301	414/437-4939 h 608/257-4765 GOP		
Mary Ann Christensen	WYOMING	Mary Ann Sutton 510 N. Center Casper, WY 82601	307/235-8053 h 307/234-9166 o		