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### WITHDRAWAL SHEET

### **Ronald Reagan Library**

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Withdrawer

**JET** 

4/15/2005

File Folder

MATLOCK CHRON MAY 1986 (4/4)

**FOIA** 

F06-114/4

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Freedom of Information Act - [5 U.S.C. 552(b)]

B-1 National security classified information [(b)(1) of the FOIA]

B-2 Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]

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### OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE WASHINGTON, DC 20301-2600

May 27, 1986

MEMORANDUM FOR CBMS WORKING GROUP

SUBJECT: Secretary Weinberger's Report to Congress on U.S.-Soviet Defense Exchanges

Attached is a copy of the interagency cleared and signed/dated SecDef report, which is to be delivered today to Chairman Goldwater, Chairman Aspin, and the ranking members of the Senate and House Armed Services Committees. OSD does not intend to make a press announcement on this subject, but we have prepared the attached contingency guidance. Please pass any suggestions to Leo Michel by 1 p.m. today.

SALLY K. HORN

Director

Verification Policy

Attachments a/s



#### WASHINGTON THE DISTRICT OF COLUMNIA

~ 3 APR 1986

Honorable Barry soldwater Charrman committee on Armed Services United States Senate Washington, D.C. 20510

Dear Mr. Chairman Sury

The Department of Defense Authorization Act of 1986 (Public Law 99-145) requires that I submit to appropriate committees of Congress a plan for the establishment and operation during this fiscal year of a pilot program for the exchange of visits between high-ranking officers of the U.S. Armed Forces as well as high-ranking civilian officials of the Department of Defense and corresponding Soviet military officers and civilian officials. This letter, which I also am sending to the Chairman of the Committee on Armed Services of the House of Representatives, Outlines my approach to establishing such a program in accordance with the above requirement.

Let me first emphasize that there currently exists an extensive array of formal and informal contacts between U.S. and Soviet defense and military officials in a variety of fora. Both sides, of course, have highly qualified and generally very active defense attaches in each other's capital. U.S. military officers and defens officials and Soviet military officers also are in contact through their participation in delegations to several arms control-related negotiations -- in Geneva at the Nuclear and Space Talks, the Standing Consultative Commission, and the Conference on Disarmament (CD), as well as at the Conference on Confidence and Security Building Measures and Disarmament in Europe (CDE) in Stockholm, and the Mutual and Balanced Force Reduction Talks (MBFR) in Vienna. addition, U.S.-Soviet military contacts take place during the annual meetings of naval officers provided for in the 1972 Agreement on the Prevention of Incidents at Sea as well as the periodic meetings of U.S. and Soviet military officers who address issues related to our respective Military Liaison Missions in the Federal Republic of Germany and the German Democratic Republic. Finally, U.S. active duty and retired officers have occasional opportunities to exchange views with Soviet military officers in conferences and informal discussions, such as the Pugwash and Dartmouth conferences and the "Edinburgh conversations," organized by universities and research droups.

The degree to which such contacts have furthered U.S.-Soviet understanding has varied widely as a function of Soviet willingness to approach the contacts constructively. In general, where the soviets perceive it to be in their interest to share information

and/or define and maintain rules of the road (for example, in the Incidents at Sea talks), such exchanges have been useful and productive. When the Soviets have been forthcoming, the discussions of defense and military officially it arm control talks have altowed us before to understand each other's perspectives on the military issues and weapon systems or forces involved in the talks and to seek fair accommodations of each other's concerns. The Soviets for the most part have approached constructively the annual meetings between American and Soviet naval officers, and these meetings have made a contribution to reducing Soviet harassment of U.S. Navy ships. But it is by no means always the case that exchanges of meetings of U.S. and Soviet personnel are fully productive.

I believe that properly-structured defense exchanges with the Soviets could be a useful adjunct to our diplomatic efforts to build a more stable relationship. Nevertheless, it would be highly unrealistic to expect that a dialogue between high-level defense officials or military officers would bridge by itself the vast gulf that divides us. As President Reagan reminded the Congress and American people upon his return from meeting General Secretary Gorbachev in Geneva: "The United States cannot afford illusions about the nature of the U.S.S.R. We cannot assume that their ideology and purpose will change. This implies enduring competition. Our task is to ensure that this competition remains peaceful."

In the context of defense exchanges, this means that we must be alert to the possibility that the Soviets would attempt to misuse exchanges. Further, as we have learned in the past, the Soviets will not always be forthcoming or cooperative. But as the President also suggested, improving the relationship with the Soviet Union is a step-by-step process. The Department of Defense stands ready to participate in this process.

that President Reagan has spoken on several occasions of our desire to engage the Soviet Union in a dialogue that would involve greater contact on defense-related issues. In May 1983, he endorsed my proposal for a Joint Military Communications Link which would provide for rapid direct communications between the two governments on urgent military matters and periodic meetings of officials involved in the operation of the system. In June 1984, he told-a conference on U.S.-Soviet exchanges at the Smithsonian that "we've also suggested regular high-level contacts between military personnel of our two countries". And in September 1984, he announced before the United Nations General Assembly that he would suggest to the Soviet

Union that we exchange observers at each other's military exercise and "that we institutionalize regular ministerial or cabinet-level meetings between our two countries on the whole agenda of issues before us, including the problem of needless obstacles to understanding." The President cited, as an example of such an agenda, the "exchange of outlines of five-year military plans for weapons development and our schedules of intended procurement." Finally, in his May 1985 address to the European Parliament, the President proposed four practical steps to improve understanding, including "regular, high-level contacts between Soviet and American military leaders." Unfortunately, the Soviets have not in the past shown much interest and have not responded to the President's suggestions

The United States stands by its existing offers and would welcome a more constructive Soviet approach. Moreover, we are looking for new possibilities to begin a dialogue with the Soviets on this subject.

A first step would be a meeting between the Soviet Defense Minister and myself, and I have invited Marshal Sokolov to visit the United States this year. I would note, in this regard, that the President and General Secretary Gorbachev agreed last\_November to intensify our bilateral dialogue at various levels, to include meetings between heads of ministries. Such a meeting could be followed by a meeting of high-level uniformed military officers. And provided the Soviets demonstrate serious interest in reciprocal exchanges, there might be additional steps: invitations to Soviet officers to visit and give lectures at our defense schools and military academies; exchange visits of other military and civilian defense officials; and a renewed program of naval ship-visits to each other's ports.

Exchanges will not and cannot change the underlying causes of our adversarial relationship. Exchanges, however, may allow us to understand each other better and to address more effectively current and future problems of a military nature.

Sincerely

OSD contingency press guidance:

O: Can you confirm reports that Secretary Weinberger has invited the Soviet Defense Minister to visit the United States?

A: Yes, the Secretary has invited the Soviet Defense Minister, Marshal Sokolov, to visit the United States this year. Mention of this invitation is contained in the Secretary's letters to the Chairmen of the Senate and House Committees on Armed Services. Those letters respond to a Congressional requirement that he submit a plan for a pilot program on U.S.-Soviet defense exchanges.

Q: Will DoD provide a copy of those letters?

A: Yes.

O: Why has the Secretary invited Marshal Sokolov now?

A: I would remind you that at their meeting in Geneva last November, President Reagan and General Secretary Gorbachev agreed that an intensified dialogue between our two countries, to include regular meetings between heads of ministries, could contribute to the process of achieving better understanding. Given the particularly wide gulf that separates our views on issues related to each other's military forces, doctrine, and intentions, the Secretary believes it would be useful to establish a dialogue with the Soviet Defense Minister. The Secretary's invitiation was extended in that spirit.

O: When and how was the invitation delivered to the Soviets?

A: The invitation was delivered through diplomatic channels. I am not at liberty to discuss the details .

O: Has the Soviet Defense Minister either accepted or rejected the invitation?

A: We have not as yet received a response. We hope Marshal Sokolov will accept.

O: If he accepts, when would the visit take place?

A: Details such as timing would have to be worked out.

v: Would his visit be linked to the next summit?

A: If the invitation is accepted, we can then discuss dates that would be mutually convenient. I will leave it at that.

O: The Soviets have portrayed Secretary Weinberger as an enemy of improved relations generally, and of arms control specifically. What makes you think their Defense Minister would accept the Secretary's invitation?

A: As President Reagan stated before the Congress and American people upon his return from Geneva: "With all that divides us (the United States and the Soviet Union), we cannot afford to let confusion complicate things further. We must be clear with each other, and direct." The Secretary agrees with this approach. As the Geneva meeting demonstrated, a direct airing of our respective views, perhaps especially where there are disagreements, may contribute to better understanding.

I would note, moreover, that Secretary Weinberger has been directly involved in Administration efforts to seek ways to decreas further the risk of conflict between the United States and the Soviet Union as a result of accident or misunderstanding. In an April 1983 report to Congress, the Secretary proposed several concrete steps to enhance stability. One of those proposed steps -- upgrading the U.S.-Soviet "Hotline" -- is nearing completion. Another led to the 1985 Common Understanding to the 1971 "Accidents Measures" Agreement, which clarifies U.S. and Soviet obligations under that agreement to consult in the event of a nuclear incident involving unauthorized individuals or groups.

Antlock & Smith

THE WHITE HOUSE WASHINGTON

Dear Mr. Mooneyham:

Thank you for your letter of May 8 and the copy of Robert Kaiser's <u>Russia: The People</u> and the Power. I know it by reputation as a fine book, and I look forward to reviewing it.

Many thanks for taking the time to share it with me.

Sincerely,

W. Stanley Mooneyham, President World Freedom Foundation P.O. Box 1300 Rancho Mirage, CA 92270

#### NATIONAL SECURITY COUNCIL WASHINGTON, D.C. 20506

May 27, 1986

#### ACTION

MEMORANDUM FOR JOHN M. POINDEXTER

FROM:

JACK F. MATLOCK

SUBJECT:

Letter from World Freedom Foundation

Attached at Tab I is a suggested thank you letter to W. Stanley Mooneyham, President of the World Freedom Foundation. Mr. Mooneyham sent you a complimentary copy of Robert G. Kaiser's Russia: The People and the Power.

#### RECOMMENDATION:

That you sign the letter to W. Stanley Mooneyham at Tab I.

Approve\_\_\_\_\_Disapprove\_\_\_\_\_

#### Attachments:

Tab I: Letter to W. Stanley Mooneyham

Tab II: Letter from Mooneyham

Tab A: Russia: The People and the Power



## World Freedom Foundation

10

W. Stanley Mooneyham, President

May 8, 1986

Admiral John M. Poindexter Assistant to the President for National Security Affairs The White House 1600 Pennslyvania Ave., N.W. Washington, D.C. 20500

Dear Admiral Poindexter:

Perhaps not since the Russian Revolution itself has there been as much dramatic change to come out of the Kremlin as we have seen in recent months. To determine how much of it is style and how much is substance will require diligent analysis and evaluation.

We believe that such an evaluation is especially critical for an important member of the President's staff like yourself. Otherwise, the country will remain, in Winston Churchill's words, "a riddle wrapped in a mystery inside an enigma" and that adds a dangerous element to the present challenge.

Yet we know that the demands on your time make it virtually impossible for you to gain any comprehensive knowledge from original sources.

For this reason, on behalf of the Board of Directors of our foundation, I take the liberty to send you a copy of an extraordinarily helpful book, Russia -- the People and the Power (1984 update edition) by Robert Kaiser. From 1971 to 1974, Mr. Kaiser covered the Kremlin for The Washington Post and was honored by the Overseas Press Club for his insightful and authoritative work.

Its' concise form and readable style make his book especially valuable for people with limited time. Chapter 12, "The Russians and the World," may be of special interest to you and Chapter 13, "A Time of Slow Changes," has been added as an update to the new edition.

I hope you will find this volume helpful. The World Freedom Foundation will be pleased to send copies to any person you might suggest.

Sincerely yours,

W. Stanley Mooneyham

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### MATIONAL SECURITY COUNCIL WASHINGTON D.C. 2050E

4213 File May 86 May

UNCLASSIFIED WITH CONFIDENTIAL ATTACHMENT

May 28, 1986

ACTION

MEMORANDUM FOR JOHN M. POINDEXTER

FROM:

JACE F. MATLOCK

SUBJECT:

President's Lunch with Suzanne Massie, June €,

1986, 11:45 a.m. - 1:15 p.m.

The President and First Lady will have lunch with Suzanne Massie as a follow up to their May 20 meeting.

Johnathan Miller concurs.

RECOMMENDATION

That you sign the Meeting Memorandum at Tab I.

Approve\_\_\_\_\_ Disapprove\_\_\_\_\_

Attachments:

Tab I Meeting Memorandum

Tab A Talking Points (CONFIDENTIAL)

Tab II Clearance List

UNCLASSIFIED WITH CONFIDENTIAL ATTACHMENT

UNCLASSIFIED UPON REMOVAL
OF CLASSIFIED ENCLOSURE(S)

### 12

#### THE WHITE HOUSE

WASHINGTON

### UNCLASSIFIED WITH CONFIDENTIAL ATTACHMENT

#### MEETING WITH THE PRESIDENT

DATE: June 6, 1986

LOCATION: The President's Study

TIME: 11:45 a.m. - 1:15 p.m.

FROM: JOHN M. POINDEXTER

#### I. PURPOSE

To follow up on their meeting of May 20.

#### II. BACKGROUND

The President and Mrs. Massie have met on several occasions to discuss internal developments in the Soviet Union and U.S.-Soviet relations.

#### III. PARTICIPANTS

The President
The First Lady
Donald T. Regan
John M. Poindexter
Suzanne Massie

#### IV. PRESS PLAN

None; staff photographer only.

#### V. SEQUENCE OF EVENTS

Welcome Massie and initiate informal discussion of U.S.-Soviet relations.

Prepared by: Jack F. Matlock

#### Attachment:

Tab A Talking Points (CONFIDENTIAL)

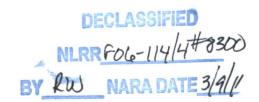
### UNCLASSIFIED WITH CONFIDENTIAL ATTACHMENT



#### TALKING POINTS

- -- Nancy and I appreciate this chance to follow up on our earlier conversation.
- -- We are particularly interested in your ideas on the growing influence of religion and Russian nationalism in the USSR.
- -- How do you think this trend will effect Soviet society and government policy over the coming years? What should our reaction be?
- -- Any pointers on how to deal with the Russian nationalist streak in Gorbachev (if there is one)?
- -- What sort of things should we stress in our exchange programs?





SUZANNE WITH 11:45 -1985 1:15 P.M. -- NANCY AND I APPRECIATE THIS CHANCE TO FOLLOW UP ON OUR EARLIER CONVERSATION. WE ARE PARTICULARLY INTERESTED IN YOUR IDEAS ON THE GROWING INFLUENCE OF RELIGION RUSSIAN NATIONALISM IN THE USSR. HOW DO YOU THINK THIS TREND WILL EFFECT SOVIET SOCIETY AND GOVERNMENT POLICY OVER THE COMING YEARS? WHAT SHOULD OUP REACTION -- ANY POINTERS ON HOW TO DEAL WITH THE RUSSIAN NATIONALIST STREAK IN GORBACHEV (IF THERE IS ONE)? WHAT SORT OF THINGS SHOULD WE STRESS IN OUR EXCHANGE PROGRAMS?

DECLASSIFIED

NLRR FOG-114/4# 8301

BY LW NARA DATE 3/9/1/

#### REQUEST FOR APPOINTMENTS

15

To: Officer-in-charge Appointments Center Room 060, OEOB

Please	admit the following appointments on.	Friday,		6	, 19	86
for_	THE PRESIDENT	ISITED)	0	f	(AGENCY)	:

#### PARTICIPANTS

The First Lady Donald T. Regan John M. Poindexter Suzanne Massie

#### MEETING LOCATION

Building WEST WING	Requested by Jack F. Matlock
Room No. The President's Study	Room No. 368 Telephone 5112
Time of Meeting 11:45-1:15 PM	Date of request May 30, 1986

Additions and/or changes made by telephone should be limited to five (5) names or less.

APPOINTMENTS CENTER: SIG/OEOB - 395 6046 or WHITE HOUSE - 456-6742

4226

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PRESERVATION COPY

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#### NATIONAL SECURITY COUNCIL

Con't find the copy of what I sent before, but the bottom line is that there are many of these menorials going of around the country and it is a tough call about which to accept. NVLP and this project are certainly legit. af I have no problem into the President doing this, but it is really a political call as you note.

Dich

#### NATIONAL SECURITY COUNCIL WASHINGTON, D.C. 20506

May 29, 1986

#### ACTION

MEMORANDUM FOR RODNEY B. MCDANIEL

FROM:

JACK F. MATLOCK

SUBJECT:

Tennessee Vietnam Veterans Memorial

Attached at Tab I is a memorandum to Fred Ryan forwarding a request for a brief photo opportunity with the President for the Executive Committee of the Tennessee Vietnam Veterans Leadership Program. Tennessee recently dedicated a memorial to state Vietnam veterans and the Vietnam Veterans Leadership Program would like to present the President with a replica of the statue. The President helped the group kick off the state fund raising drive several years ago, and one of the drive's organizers has asked my help in forwarding their request to the President (Tab B).

Ultimately, whether or not to grant the photo op is a political call, and I think the request deserves serious consideration. There are other such memorials under construction around the country, and there are likely to be requests for some form of Presidential involvement in their dedication.

Howard Teicher and Johnathan Miller concur.

#### RECOMMENDATION

That you sign the memorandum to Fred Ryan at Tab I forwarding a request for a photo opportunity for representatives of the Tennessee Vietnam Veterans Leadership Program.

Approve	Disapprove
± ±	

#### Attachments:

Tab I Memorandum to Frederick J. Ryan

Tab A Schedule Proposal

Tab B Letter from George C. Paine, II to Jack F. Matlock

Y



### 20

#### NATIONAL SECURITY COUNCIL WASHINGTON, D.C. 20506

MEMORANDUM FOR FREDERICK J. RYAN, JR.

FROM:

RODNEY B. MCDANIEL

SUBJECT:

Tennessee Vietnam Veterans Memorial

Attached at Tab A is a schedule proposal for a brief photo opportunity with the President for the Executive Committee of the Tennessee Vietnam Veterans Leadership Program. Tennessee recently dedicated a memorial to state Vietnam veterans and the Vietnam Veterans Leadership Program would like to present the President with a replica of the statue. The President helped the group kick off the state fund raising drive several years ago, and one of the drive's organizers has asked Jack Matlock's help in forwarding their request to the President (Tab B).

Ultimately, whether or not to grant the photo op is a political call, and we think the request deserves serious consideration. There are other such memorials under construction around the country, and there are likely to be requests for some form of Presidential involvement in their dedication.

#### Attachments:

Tab A Schedule Proposal

Tab B Letter from George C. Paine, II to Jack Matlock



#### THE WHITE HOUSE

#### WASHINGTON

#### SCHEDULE PROPOSAL

TO: FREDERICK J. RYAN, Director

Presidential Appointments and Scheduling

FROM: RODNEY B. MCDANIEL

REQUEST: Photo Opportunity with the Executive

Committee of the Tennessee Vietnam Veterans

Leadership Program.

PURPOSE: To acknowledge the recent dedication of the

Tennessee state memorial to Vietnam veterans.

BACKGROUND: The President visited Tennessee several years

ago, at which time he helped launch the

effort to erect a state memorial.

PREVIOUS

PARTICIPATION: None

DATE & TIME: At the President's convenience.

LOCATION: Oval Office.

PARTICIPANTS: Representatives of the Tennessee Vietnam

Veterans Leadership Program (maximum of 8

people.)

OUTLINE OF EVENTS: The President greets the group, which will

present him with a bronze replica of the

memorial.

REMARKS: None required.

MEDIA: None

PROPOSED "PHOTO" White House Photo.

RECOMMENDED BY: John M. Poindexter

OPPOSED BY: None



# UNITED STATES BANKRUPTCY COURT MIDDLE DISTRICT OF TENNESSEE

4226/

5/5/80

GEORGE C. PAINE, II

CHIEF JUDGE
615-736-5587

218 CUSTOMS HOUSE 701 BROADWAY NASHVILLE, TENNESSEE 37203

May 2, 1986

The Honorable Jack F. Matlock
Special Assistant to the President
for National Security and Senior Director
for European and Soviet Affairs
National Security Council
Room 366, Old Executive Office Building
Washington, D.C. 20506

Dear Ambassador Matlock:

I enjoyed speaking with you today regarding the possibility of our presenting the President with a bronze statue of the Tennessee Vietnam Veterans Memorial. It consists of three soldiers, approximately 12" tall on an 8" x 10" black walnut base and is a replica of the one we will be dedicating May 26, 1986, on the Capitol grounds in Nashville.

The Tennessee Vietnam Veterans Leadership Program is especially interested in honoring President Reagan because of his role in creating the program which built the state memorial. It would not have been done without his initiative and leadership.

We would particularly like a picture of our Executive Committee presenting the replica to him. This would publicize his role in providing the impetus to erect the \$350,000 memorial. It would also help us publicize the dedication on May 26 and held in conjunction with a 1986 Tennessee Veterans Homecoming which follows our dedication.

The presenting group would consist of a maximum of eight persons. Although it is bi-partisan, it includes Sam Bartholomew, the President's 1984 State Chairman; Francis Guess, Commissioner of Labor and a Presidential appointee to the U.S. Civil Rights Commission; and, Tom Beasley, a former state Republican finance Chairman.

I greatly appreciate your interest in this. While we completely understand the tremendous demands placed upon the President's time, we hope we can have a brief visit to make the presentation to him. I hope to see you soon. With best personal wishes, I am

Yours very truly,

George C. Paine, II

Chairman, Monument Committee Tennessee Vietnam Veterans Leadership Program

GCP/clw

#### NATIONAL SECURITY COUNCIL WASHINGTON, D.C. 20506

4194 Add-on File

May 30, 1986

Disapprove

#### ACTION

MEMORANDUM FOR RODNEY B. MCDANIEL

FROM:

JUDYT MANDED

SUBJECT:

Schedule Request for Presidential Meeting

With Kirov Ballet

I realize that it is on short notice, but I believe a Presidential meeting with the members of the Kirov Ballet would be an outstanding event. It would show the President's personal interest in the exchanges which are taking place under the new US-Soviet agreement signed at the Geneva summit. It would also be an opportunity to show that US-Soviet relations are moving forward in some areas, despite the Soviet delay in setting a date for the next summit. This will be an excellent photo opp, which would get good media coverage.

#### RECOMMENDATION

That you forward the attached schedule proposal to Fred Ryan.

		-		
IRU JEM	Ed	WP		ike Castine
Jack Matlock,	Ed Djerejian,	Walt Raymond	concur. M	ike Castine
concurs in pri	nciple, but b	elieves that	the Preside	nt's schedule
is already ver	y full for ne	xt week.		

Attachment

Tab I Memo to Fred Ryan

Approve

#### NATIONAL SECURITY COUNCIL WASHINGTON, D.C. 20506

#### SCHEDULE PROPOSAL

TO: FREDERICK J. RYAN, Director

Presidential Appointments and Scheduling

FROM: RODNEY B. MCDANIEL

REQUEST: Photo Opp with leading members of Kirov

Ballet

PURPOSE: To underline President's personal interest in

U.S.-Soviet cultural exchanges agreed to at

the Geneva Summit, show that US-Soviet relations proceeding in many areas.

BACKGROUND: Kirov is first major Soviet group to U.S.

under new agreement. The President met with Vladimir Horowitz, first U.S. performer to USSR. Kirov has not been in U.S. for 26

years.

PREVIOUS

PARTICIPATION: None

DATE & TIME: Anytime during week of June 2, for 5 minutes.

LOCATION: Cabinet Room

PARTICIPANTS: The President, Poindexter, 7 or 8 dancers,

OUTLINE OF EVENTS: President greets dancers, photo opp.

REMARKS REQUIRED: To be provided.

MEDIA COVERAGE: Pool or open media coverage

RECOMMENDED BY: John M. Poindexter, and USIA

OPPOSED BY: None

### NATIONAL SECURITY COUNCIL WASHINGTON, D.C. 20506

AATLOCK

May 30, 1986

#### ACTION

MEMORANDUM FOR RODNEY B. MCDANIEL

FROM:

JACK F. MATLOCK

SUBJECT:

Request to Travel to Brussels to Attend the European People's Party Colloquium on June 30-July 2, 1986 and lecture at the Institute of International Relations on July 2, 1986

I have been invited to participate in the European People's Party Colloquium of June 30 - July 2, 1986 to be held in Brussels. The topic of the Colloquium will be "relations between the USA and the European Community." Several Western leaders have been invited to attend.

I also have an invitation from the Director General of the Royal Institute of International Relations in Brussels to lecture on international politics on July 2, 1986.

Transportation and accommodation costs will be covered by the Department of State.

#### RECOMMENDATION

That you approve my travel.

Approve 16-10

Disapprove \_\_\_\_

cc: Administrative Office

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