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IV081

Staff
Red

**WHITE HOUSE
CORRESPONDENCE TRACKING WORKSHEET**

- O - OUTGOING
- H - INTERNAL
- I - INCOMING
Date Correspondence Received (YY/MM/DD) 8/10/81

Name of Correspondent: Frank E. Fitzsimmons

MI Mail Report User Codes: (A) 8/05/15 (B) _____ (C) _____

Subject: Invites President to address the quinquennial Convention of the International Brotherhood of Teamsters, between June 1 & 5, 1981, in Las Vegas, Nevada.

ROUTE TO:		ACTION		DISPOSITION	
Office/Agency	(Staff Name)	Action Code	Tracking Date YY/MM/DD	Type of Response	Completion Date YY/MM/DD
<u>SC Rawl</u>		ORIGINATOR	<u>8/10/81</u> ^{FLD}		<u>C 8/05/81</u>
		Referral Note:	<u>will video-tape message</u>		
		Referral Note:			
		Referral Note:			
		Referral Note:			

- ACTION CODES:**
- A - Appropriate Action
 - C - Comments
 - D - Draft Response
 - F - Fact Sheet

- I - Info Copy/No Action Necessary
- R - Direct Reply w/Copy
- S - For Signature
- X - Interim Reply

- DISPOSITION CODES:**
- A - Answered
 - B - Non-Special Referral
 - C - Completed
 - S - Suspended

FOR OUTGOING CORRESPONDENCE:
 Type of Response = Initials of Signer
 Code = "A"
 Completion Date = Date of Outgoing

Comments: _____

Keep this worksheet attached to the original incoming letter.
 Send all routing updates to Central Reference (Room 75, OEOB).
 Always return completed correspondence record to Central Files.
 Refer questions about the correspondence tracking system to Central Reference, ext. 2590.

RECORDS MANAGEMENT ONLY

CLASSIFICATION SECTION

No. of Additional Correspondents: _____ Media: L Individual Codes: 4300 _____

Prime Subject Code: TV 081 _____ Secondary Subject Codes: LG LAS V JL 003.01
ST 028 _____ PP 012.04
PP 010.02 LA 003 _____
ME PR 011 _____

PRESIDENTIAL REPLY

Code	Date	Comment	Form
C	_____	Time: _____	P- _____
DSP	_____	Time: _____	Media: _____

SIGNATURE CODES:

- CPn - Presidential Correspondence**
 - n - 0 - Unknown
 - n - 1 - Ronald Wilson Reagan
 - n - 2 - Ronald Reagan
 - n - 3 - Ron
 - n - 4 - Dutch
 - n - 5 - Ron Reagan
 - n - 6 - Ronald
 - n - 7 - Ronnie

- CLn - First Lady's Correspondence**
 - n - 1 - Nancy Reagan
 - n - 2 - Nancy
 - n - 3 -

- CBn - Presidential & First Lady's Correspondence**
 - n - 1 - Ronald Reagan - Nancy Reagan
 - n - 2 - Ron - Nancy

MEDIA CODES:

- B - Box/package
- C - Copy
- D - Official document
- G - Message
- H - Handcarried
- L - Letter
- M - Mailgram
- O - Memo
- P - Photo
- R - Report
- S - Sealed
- T - Telegram
- V - Telephone
- X - Miscellaneous
- Y - Study

MEMORANDUM

THE WHITE HOUSE
WASHINGTON

APPROVED FOR

Date. 5/29/81

Time. 11:30

Length. 10 mins

Date 5/22/81 GJN

JLN
Taping done 5/29/81

May 21, 1981

MEMORANDUM TO: Greg Newell
FROM: Red Cavaney
SUBJECT: Video-Taping for Teamster's Annual Convention

Elizabeth informed me that the consensus of this morning's Senior Staff meeting was that we would go forward with the video-taped Presidential message for the Teamster's Convention. Would you please confirm that for me so that we can work on remarks.

HCP: please call Ned

If you have any questions, please call.

cc: Robert Bonitati

May 29
cc to Mark Goodle

THE WHITE HOUSE
WASHINGTON

APPROVED FOR

Date: *5/29/81*
Time: *11:30*
Length: *15 minutes*

SCHEDULE PROPOSAL

May 11, 1981

Date *9/15/81* GJN

TO: GREGORY J. NEWELL, DIRECTOR
PRESIDENTIAL APPOINTMENTS AND SCHEDULING

FROM: Elizabeth H. Dole *EL*

REQUEST: Video Taped Speech - Needed for June 1, 1981

PURPOSE: To recognize the 22nd union-wide gathering of the International Brotherhood of Teamsters

BACKGROUND: More than 2,500 delegates will attend this Teamsters Convention which is the 22nd since the union's founding in 1903. Another convention will not be held until 1986. The Teamsters are the largest union to endorse the President. They had asked that the President address the convention. The vide taped speech will be used to open the convention.

PREVIOUS PARTICIPATION: None

DATE: Needed by June 1, 1981 DURATION: 5-10 minutes

LOCATION: To be played at Teamsters Convention, Las Vegas, Nevada

PARTICIPANTS: President

OUTLINE OF EVENT: Brief welcoming speech to Teamsters Convention to be taped/filmed and shown on the first day of gathering.

REMARKS REQUIRED: Brief speech

MEDIA CONVERAGE: Reporters present at convention

RECOMMENDED BY: Secretary Donovan, Lyn Nofziger and Elizabeth Dole

OPPOSED BY:

PROJECT OFFICER: Robert F. Bonitati

Called Goodle & Cameron

THE WHITE HOUSE
WASHINGTON

*T. Nixon
W. M. etc
attached ??*

REQUEST FOR SCHEDULING RECOMMENDATION

April 23, 1981

TO: Red Cavaney, Lyn Nofziger

VIA: GREGORY J. NEWELL

FROM: PATRICIA A. E. RODGERS *TR*

PLEASE PROVIDE YOUR RECOMMENDATION ON THE FOLLOWING
REQUEST UNDER CONSIDERATION:

EVENT: Quinquennial Convention of the International Brotherhood of Teamsters

DATE: June 1-5

LOCATION: Las Vegas, Nevada

BACKGROUND:

RESPONSE DUE: April 28, 1981

YOUR RECOMMENDATION:

Accept ___ Regret ___ Surrogate ___ Message ___ Other

IF RECOMMENDATION IS TO ACCEPT, PLEASE GIVE REASONS:

*Recommended Taped message. Forwarded Sher proposal.
Via separate memo.*

[Signature]

APR 24 REC'D

APR 24 1981

THE WHITE HOUSE
WASHINGTON

REQUEST FOR SCHEDULING RECOMMENDATION

April 23, 1981

APPROVED FOR
Date. TAPING
Time.
Length.

Date _____ GJN

TO: Red Cavaney, Lyn Nofziger ✓

VIA: GREGORY J. NEWELL

FROM: PATRICIA A. E. RODGERS *TR*

TAPING
ONLY

PLEASE PROVIDE YOUR RECOMMENDATION ON THE FOLLOWING
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BACKGROUND:

RESPONSE DUE: April 28, 1981

YOUR RECOMMENDATION:

Accept Regret Surrogate Message Other

IF RECOMMENDATION IS TO ACCEPT, PLEASE GIVE REASONS:

Biggest union to support RR

THE WHITE HOUSE
WASHINGTON

*Check
Fitzgerald*

REQUEST FOR SCHEDULING RECOMMENDATION

April 23, 1981

TO: Red Cavaney, Lyn Nofziger

VIA: GREGORY J. NEWELL

FROM: PATRICIA A. E. RODGERS *TR*

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YOUR RECOMMENDATION:

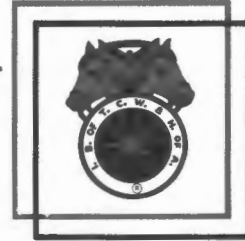
Accept ___ Regret ___ Surrogate ___ Message ___ Other ___

IF RECOMMENDATION IS TO ACCEPT, PLEASE GIVE REASONS:

31
INTERNATIONAL BROTHERHOOD OF TEAMSTERS
CHAUFFEURS • WAREHOUSEMEN & HELPERS
OF AMERICA

25 LOUISIANA AVENUE, N.W. • WASHINGTON, D.C. 20001

OFFICE OF
• FRANK E. FITZSIMMONS •
GENERAL PRESIDENT



April 17, 1981

021704

*Scheduling
6/1-5/81*

President Ronald W. Reagan
The White House
Washington, D.C. 20500

Dear Mr. President:

We in the Teamsters Union are delighted with the speed of your recovery and look forward to your resuming an active schedule of public appearances. We recognize that your energies must properly be devoted to dealing with the enormous problems facing this Country and that you must abide by your doctors' advice concerning restrictions on your activities.

However, I would consider it to be the greatest personal honor to have you address the quinquennial Convention of the International Brotherhood of Teamsters. Without question, our 2.3 million members and their families would be deeply privileged by your presence. The Convention will be held between June 1 and 5, 1981 in Las Vegas, Nevada.

I trust that your recovery and affairs of state will enable you to accept our invitation.

Very truly yours,

Frank E. Fitzsimmons
General President

FEF:rbp