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THE WHITE HOUSE

WASHINGTON

MEMORANDUM FOR JAMES A. BAKER, III

MICHAEL K. DEAVER MICHAEL A. MCMANUS EDWARD J. ROLLINS

FROM:

MARGARET TUTWILER MOT

DATE:

MARCH 29, 1984

SUBJECT:

USE OF THE ROOSEVELT ROOM FOR POLITICAL MEETINGS

Mr. Baker asked me to ask Fred Fielding if we should be using the Roosevelt Room for political/campaign meetings. Mr. Fielding advised against such use of the room. Therefore, in the future all such meetings (other than the weekly Tuesday meeting in Mr. Baker's office) will be scheduled in the Conference Room in room 175 of the EOB.

Additionally, please note that the mailing/signature meeting scheduled for April 3, 1984 has been changed from the Roosevelt Room to the Conference Room in room 175 of the EOB.

Thank you.

cc: Fred F. Fielding

THE WHITE HOUSE

WASHINGTON

March 29, 1984

MEMORANDUM FOR EDWIN MEESE, III

JAMES A. BAKER, III MICHAEL K. DEAVER MICHAEL McMANUS

FROM:

MARGARET TUTWILER MO

SUBJECT:

MEETING WITH THE PRESIDENT AND REAGAN-BUSH '84 POLITICAL STRATEGISTS

This is to confirm that Ed Rollins has invited you to attend the meeting which is scheduled for Monday, April 2nd, at 4:30 p.m. in the Cabinet Room.

Participating in the meeting will be the President, the Vice President and the following individuals from the campaign:

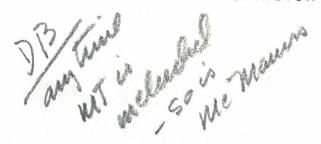
Senator Laxalt
Mayor Margaret Hance
Ed Rollins
Lee Atwater
Richard Wirthlin
Jim Lake
Roger Stone
Lou Kitchin
Anne Stanley

Rick Shelby
Michael Masson
John Rousselot
Ron Kaufman
Helen Cameron
Kenny Klinge
Lyn Nofziger
Charlie Black

During the meeting, Ed Rollins will present a report on the status of the campaign. The meeting is scheduled to last 30 minutes.

cc: Ed Rollins

THE WHITE HOUSE WASHINGTON



MEMORANDUM FOR SENATOR PAUL LAXALT

JAMES A. BAKER, III

MICHAEL K. DEAVER V RICHARD G. DARMAN EDWARD J. ROLLINS

LEE ATWATER

LEE AIWAIE

FROM:

MARGARET TUTWILER

DATE:

JANUARY 4, 1984

SUBJECT:

CAMPAIGN POLITICAL MEETING

There will be a <u>weekly</u> Campaign Poilitcal meeting every Tuesday at 10:30 a.m. The meeting will last approximately 45 minutes and will take place in Mr. Baker's West Wing office.

The first meeting will be on January 10, 1984.

Thank you.