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WHITE HOUSE  
OFFICE OF RECORDS MANAGEMENT  
WORKSHEET

- X - MEDIA
- H - INTERNAL

Subject Codes:

Name of Document: BRIEFING PAPERS FOR  
PRESIDENT'S SCHEDULED  
APPOINTMENTS FOR DEC 10 81

PR 007.01

1. Subject: Meeting with the American Society of  
Association Executives

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2. Meeting with the President's Economic  
Policy Advisory Board

FG 368.

3. Photo session with Elliott Abrams,  
Assistant Secretary of State

FG 011.

4. Briefing Memorandum re  
review of budget appeals by the  
Departments of Labor and Energy

F1 004.

FG 021.

FG 025.

5. Reception with Republican State  
Legislators

SO 004.

PL 005.04

ST

Confidential

DETERMINED TO BE AN  
ADMINISTRATIVE MARKING  
E.O. 12958, Sec. 3(a)

NARA MM Date 9/25/07

ROUTE TO:

ACTION

DISPOSITION

Office/Agency (Staff Name)	Action Code	Tracking Date YY/MM/DD	Type of Response	Completion Date YY/MM/DD
RMMATT	RSZ	8210115	C	8210115 <sup>DR</sup>

Referral Note: \_\_\_\_\_

THE WHITE HOUSE  
WASHINGTON  
THE PRESIDENT'S SCHEDULE  
Thursday, December 10, 1981

9:00 am (30 min)	<u>Staff Time</u> (Baker, Meese, Deaver)	Oval Office
9:30 am (15 min)	<u>Senior Staff Time</u>	Oval Office
9:45 am (60 min)	<u>Personal Staff Time</u>	Oval Office
10:45 am (10 min)	<u>Brief Meeting with R. William Taylor, President, American Society of Association Executives; and James P. Low, immediate past President, ASAE</u> (Elizabeth Dole) (TAB A)	Oval Office
11:00 am (20 min)	<u>Meeting with U. S. Business Committee on Jamaica</u> (Admiral Nance) (distributed separately)	Cabinet Room
11:30 am (30 min)	<u>Meeting with Economic Policy Board</u> (Martin Anderson) (TAB B) (draft remarks attached)	Roosevelt Room
12:00 m (60 min)	<u>Lunch with the Vice President</u>	Oval Office
1:00 pm (5 min)	<u>Photo with Elliott Abrams and Family</u> (Admiral Nance) (TAB C)	Oval Office
1:05 pm (25 min)	<u>Personal Staff Time</u>	Oval Office
1:30 pm (1hr45 min)	<u>Budget Meeting</u> (Richard Darman/Craig Fuller) (TAB D) (book distributed separately)	Cabinet Room
3:30 pm (60 min)	<u>National Security Council Meeting</u> (Admiral Nance) (distributed separately)	Cabinet Room
4:30 pm (30 min)	<u>Personal Staff Time</u>	Oval Office
5:00 pm (15 min)	<u>Dropby Reception for Republican Legislators attending National Conference of State Legislatures' State-Federal Assembly</u> (Richard Williamson) (TAB E)	474 OEOB
5:30 pm (30 min)	<u>Staff Time</u> (Baker, Meese, Deaver)	Oval Office
7:50 pm	<u>The President and Mrs. Reagan depart for Private Dinner (Business Suit)</u> (TAB F)	South Grounds
10:50 pm	<u>Arrive back at the White House</u>	South Grounds




THE WHITE HOUSE

WASHINGTON

December 8, 1981

MEETING WITH THE AMERICAN SOCIETY OF  
ASSOCIATION EXECUTIVES

DATE: December 10, 1981  
LOCATION: Oval Office  
TIME: 10:45 - 10:55 a.m.  
FROM: Elizabeth H. Dole 

I. PURPOSE

To assure continued close cooperation from the most influential force in the association community.

II. BACKGROUND

The American Society of Association Executives is an organization comprised of 10,000 senior association managers. They have been early and ardent supporters of your budget and tax programs and are responsive to the renewed entrepreneurial spirit in America.

R. William Taylor succeeds James P. Low as chief staff executive of ASAE, after 16 years. Taylor most recently was executive vice president and general manager of the Society of Manufacturing Engineers, a position held since 1968. He has also been very active in ASAE affairs prior to this assignment. James P. Low now heads the consulting firm of Low and McManis, Ltd.

III. PARTICIPANTS

R. William Taylor, president of ASAE;  
James P. Low, immediate past president of ASAE.

IV. PRESS PLAN

White House photographer.

V. SEQUENCE OF EVENTS

10:45 - 10:55 a.m. You greet your guests at the fireplace area in the Oval Office and pause for a handshake and photograph. You offer brief remarks.

10:55 a.m. Your guests depart.

Attachment: Talking Points

*B*

THE WHITE HOUSE

WASHINGTON

December 9, 1981

MEETING WITH THE PRESIDENT'S ECONOMIC  
POLICY ADVISORY BOARD

DATE: Thursday, December 10, 1981  
LOCATION: Roosevelt Room  
TIME: 11:30 am (Drop-by for 30 minutes)  
FROM: Martin Anderson

*- MCA*

I. PURPOSE

The President traditionally drops by the meeting of the Board to receive the summary advice and recommendations of the Members.

II. BACKGROUND

This is the fourth meeting of your Economic Policy Advisory Board. They will meet today from 10 am to 3:30 pm to discuss the economic forecast for next year, general economic policy, Canadian-American economic relations, and the question of foreign investments in the United States. By the time you meet with them at 11:30 am, they should have some comments and suggestions for you on current economic and budget policy.

III. PARTICIPANTS

The President  
George Shultz, Chairman  
Milton Friedman  
Arthur F. Burns  
Alan Greenspan  
Arthur Laffer  
James T. Lynn  
Paul McCracken  
Herbert Stein  
Charls Walker  
Walter B. Wriston  
Peter M. Flanigan  
Rita Ricardo-Campbell

(Staff; see attached list)

IV. PRESS PLAN

White House Photographer

NOTE: NBC News will be taping the first five minutes of the President's participation for an hour and a half year end special.

V. SEQUENCE OF EVENTS

The President will be seated at the table in the Roosevelt Room between Arthur F. Burns and George Shultz.

After the NBC television cameras are set, the President will make brief remarks and allow George Shultz, the Chairman of the group, to respond.

Attachments: Talking Points  
List of Staff Participants



Meeting of the President's Economic Policy Board  
December 10, 1981

LIKELY STAFF PARTICIPANTS:

The Vice President  
Secretary Regan  
Secretary Baldrige  
Ambassador Brock  
William Casey  
Ed Meese  
Jim Baker  
Michael Deaver  
David Stockman  
Martin Anderson  
Murray Weidenbaum  
Richard V. Allen  
Ed Gray  
Dave Gergen  
Ed Harper  
Thaddeus Garrett  
Richard Darman  
Roger Porter  
Danny Boggs  
Barbara Honegger  
Kevin Hopkins

OTHER PARTICIPANTS:

Congressman Jack Kemp

C

THE WHITE HOUSE  
WASHINGTON

December 9, 1981

MEMORANDUM FOR THE PRESIDENT

FROM:

JAMES W. NANCE *Jud*

SUBJECT:

Photo Session with Elliott Abrams  
Thursday, December 10  
1:00 p.m. (five minutes)  
Oval Office

Elliott Abrams, former Assistant Secretary of State for International Affairs, was sworn in today -- Human Rights Day -- as Assistant Secretary of State for Human Rights and Humanitarian Affairs.

For his photo session with you, he will be accompanied by:

Wife - Rachel  
Son - Jacob (11 months old)  
Mother - Mildred  
Father - Joseph

*D*

THE WHITE HOUSE

WASHINGTON

BRIEFING MEMORANDUM FOR THE PRESIDENT

SUBJECT: BUDGET REVIEW RE LABOR AND ENERGY

Thursday, December 10, 1981  
1:30 p.m. (1 hour 45 minutes)  
The Cabinet Room

FROM: RICHARD G. DARMAN *R.G.D.*  
CRAIG L. FULLER *CF*

I. PURPOSE

These -- Labor and Energy -- are the first of the actual appeals meetings. The issues will be argued for your decision. You need not decide in the meeting -- but your decision will be needed shortly after the meeting.

As you will note, all but one of the Labor issues have been settled "out of court." The Energy issues have been more difficult, however....

II. AGENDA

The appeals will be considered in the order stated in the table of contents of the issues book -- provided separately.

III. PARTICIPANTS

	<u>For Labor</u>	<u>For Energy</u>
The President		
The Vice President		
Secretary Regan	Secretary Donovan	Secretary Edwards
David A. Stockman	Mr. Angrisani	Mr. Heffelfinger
James A. Baker III		
Michael K. Deaver		
Martin Anderson		
Richard G. Darman		
Elizebeth Dole		
Max L. Friedersdorf		
Craig L. Fuller		
David R. Gergen		
Edwin Harper		
Daniel J. Murphy		
James W. Nance		
Edward J. Rollins		
Murray L. Weidenbaum		
Richard Williamson		

*E*

THE WHITE HOUSE

WASHINGTON

December 9, 1981

Reception with Republican State Legislators

Date: Thursday, December 10, 1981

Location: Treaty Room, OEOB

Time: 5:00 - 5:15 p.m.

From: Richard S. Williamson

*Rich*

I. PURPOSE

To thank them for the help they provided in getting your programs enacted during the past year, and to ask them to be vocal and firm in generating support back home for the next initiatives in the Economic Recovery Program.

II. BACKGROUND

These legislators are Republican members of the State-Federal Assembly which is meeting in town this week. SFA is the policy making arm of the National Conference of State Legislatures, and we have been working with the Republican members to effect policy positions favorable to your programs. We are holding this reception at the request of the National Republican Legislators Association, and coordinating it with the RNC.

III. PARTICIPANTS

Approximately 150 Republican state legislators from across the country.

IV. PRESS PLAN

White House photographer only.

V. SEQUENCE OF EVENTS

Rich Williamson recognizes:

    Chuck Hardwick  
        President of the National Republican Legislators  
        Association

Chuck Hardwick gives brief remarks

The President arrives

Dick Richards welcomes the President

The President gives brief remarks

Mix and mingle

---

Attachment:  
    Talking Points





December 9, 1981  
5:00 pm

THE WHITE HOUSE  
WASHINGTON  
THE PRESIDENT'S SCHEDULE  
Thursday, December 10, 1981

DAVE FISCHER

8:58 - OVAL


9:00 am (30 min)	<u>Staff Time - 9:15</u> (Baker, <del>Moore</del> , Deaver) 9:20 - 9:40 C. NORZIOER	Oval Office
<del>9:30 am</del> (15 min)	<del>Senior Staff Time</del>	Oval Office
9:40 am (60 min)	<u>Personal Staff Time</u> 9:48 ANDERSON, DARMAN	Oval Office
10:45 am (10 min)	Brief Meeting with R. William Taylor, President, American Society of Association Executives; and James P. Low, immediate past President, ASAE <u>10:45 - 10:55</u> (Elizabeth Dole)	Oval Office
11:00 am (20 min)	Meeting with U. S. Business Committee on Jamaica <u>10:58 - 11:26</u> (Admiral Nance) 11:26 - 11:30 BUSH, DCF	<del>Cabinet Room</del> OVAL
11:30 am (30 min)	<u>Meeting with Economic Policy Board</u> (Martin Anderson) 11:30 - 12:25	Roosevelt Room
12:00 m (60 min)	<u>Lunch with the Vice President</u> 12:28 - 1:17	Oval Office
1:00 pm (5 min)	<u>Photo with Elliott Abrams and Family</u> (Admiral Nance) 1:19 - 1:21 1:23 JB, DARMAN, FULLER	Oval Office
1:05 pm (25 min)	<u>Personal Staff Time</u>	Oval Office
1:30 pm (1hr45 min)	<u>Budget Meeting</u> 1:44 - 3:12 (Richard Darman/Craig Fuller)	Cabinet Room
3:30 pm (60 min)	<u>National Security Council Meeting</u> (Admiral Nance) 3:40 - 4:06	Cabinet Room
4:30 pm (30 min)	<u>Personal Staff Time</u> 4:07 - 5:07 4:23 - 4:28 BUSH	Oval Office
5:00 pm (15 min)	Dropby Reception for Republican Legislators attending National Conference of State Legislatures' State-Federal Assembly <u>(Richard Williamson) 5:10 - 5:26</u>	474 OEOB
<del>5:30 pm</del> (30 min)	<del>Senior Staff Time</del> (Baker, <del>Moore</del> , Deaver)	Oval Office
5:30 —	RESIDENCE	
7:50 pm	The President and Mrs. Reagan depart for Private Dinner (Business Suit)	South Grounds
12:00 Am		
10:50 pm	<u>Arrive back at the White House</u>	South Grounds

THE WHITE HOUSE

WASHINGTON

December 8, 1981

MEETING WITH THE AMERICAN SOCIETY OF  
ASSOCIATION EXECUTIVES

DATE: December 10, 1981  
LOCATION: Oval Office  
TIME: 10:45 - 10:55 a.m.  
FROM: Elizabeth H. Dole 

I. PURPOSE

To assure continued close cooperation from the most influential force in the association community.

II. BACKGROUND

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III. PARTICIPANTS

R. William Taylor, president of ASAE;  
James P. Low, immediate past president of ASAE.

IV. PRESS PLAN

✓ White House photographer.

- ELIZ. DOLE  
- WAYNE VALUIS  
- DCF

V. SEQUENCE OF EVENTS

10:45 - 10:55 a.m. You greet your guests at the fireplace area in the Oval Office and pause for a handshake and photograph. You offer brief remarks.

10:55 a.m. Your guests depart.

Attachment: Talking Points

REQUEST FOR APPOINTMENTS

cc: Dave Fischer  
Neil Yates

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

Please admit the following appointments on Thursday, December 10, 19 81

for The President of U.S.A.  
(NAME OF PERSON TO BE VISITED) (AGENCY)

David Rockefeller

*BUSH*  
*DEANER*

State Department

~~William P. Clark~~  
Thomas O. Enders

*Wm. S. SWEATH - Union Carbide Corp., N.Y., N.Y.*  
*Chmn of the Bd. + CEO*

White House

James W. Nance

NSC

Roger W. Fontaine

MEETING LOCATION

Building The White House

Requested by Roger Fontaine/Jean Franklin

Room No. The Oval Office

Room No. 351 Telephone 6900

Time of Meeting 11:00 a.m.

Date of request Dec. 9, 1981

Additions and/or changes made by telephone should be limited to three (3) names or less.

APPOINTMENTS CENTER: SIG/OEOB - 395-6000 WHITE HOUSE - 456-6742

December 10, 1981

MEMORANDUM FOR

BARBARA HONEGGER  
DAVID FISCHER ✓

FROM:

KEVIN HOPKINS *Kevin Hopkins*

SUBJECT:

ATTENDEES AT TODAY'S PEPAB MEETING

- \*The President
- \*The Vice-President

*ECONOMIC POLICY BOARD*  
*11:30 —*

PEPAB Members

- \*George Shultz
- \*Arthur Burns
- \*Rita Ricardo Campbell
- \*Milton Friedman
- \*Alan Greenspan
- \*Arthur Laffer
- \*James Lynn
- \*Paul McCracken
- \*Herbert Stein
- \*Charls Walker
- \*Walter Wriston

Others

- \*Rep. Jack Kemp

Administration

- \*Donald Regan
- \*James Baker
- \*Michael Deaver
- David Stockman
- \*William Casey
- \*Martin Anderson
- \*Richard Darman
- \*David Gergen
- \*Murray Weidenbaum
- \*Edwin Harper
- Annelise Anderson
- \*David Fischer
- \*Edwin Gray
- \*Jerry Jordan
- Mark Leland (Treasury)
- \*William Niskanen
- \*Roger Porter
- Mr. Blair (NSC)
- Mr. Cochran (CIA)
- \*Ben Elliott (Speechwriting)
- \*Ms. Fackelman (Photo Office)
- \*Thad Garrett
- \*Barbara Honegger
- \*Kevin Hopkins
- \*David Prospero (Press)

\*Present when the President was present

THE WHITE HOUSE  
WASHINGTON

December 9, 1981

MEMORANDUM FOR THE PRESIDENT

FROM:

JAMES W. NANCE *Bud*

SUBJECT:

Photo Session with Elliott Abrams  
Thursday, December 10  
1:00 p.m. (five minutes)  
Oval Office

Elliott Abrams, former Assistant Secretary of State for International Affairs, was sworn in today -- Human Rights Day -- as Assistant Secretary of State for Human Rights and Humanitarian Affairs.

For his photo session with you, he will be accompanied by:

Wife - Rachel  
Son - Jacob (11 months old)  
Mother - Mildred  
Father - Joseph

*B*

*BUD NANCE*

*FISHER*

*TYSON*

THE WHITE HOUSE

WASHINGTON

BRIEFING MEMORANDUM FOR THE PRESIDENT

SUBJECT: BUDGET REVIEW RE LABOR AND ENERGY

Thursday, December 10, 1981  
1:30 p.m. (1 hour 45 minutes)  
The Cabinet Room

FROM: RICHARD G. DARMAN *R.G.D.*  
CRAIG L. FULLER *CF*

I. PURPOSE

These -- Labor and Energy -- are the first of the actual appeals meetings. The issues will be argued for your decision. You need not decide in the meeting -- but your decision will be needed shortly after the meeting.

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III. PARTICIPANTS

	<u>For Labor</u>	<u>For Energy</u>
— The President		
— The Vice President		
— Secretary Regan	— Secretary Donovan	Secretary Edwards
— David A. Stockman	— Mr. Angrisani	Mr. Heffelfinger
— James A. Baker III		
— Michael K. Deaver		
— Martin Anderson		
— Richard G. Darman		
— Elizebeth Dole		
— Max L. Friedersdorf		
— Craig L. Fuller		
— David R. Gergen		
— Edwin Harper		
— Daniel J. Murphy		
— James W. Nance		
— Edward J. Rollins		
— Murray L. Weidenbaum		
— Richard Williamson		

REQUEST FOR APPOINTMENTS

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

Please admit the following appointments on Thursday, December 10, 19 81

for THE PRESIDENT of \_\_\_\_\_:  
(NAME OF PERSON TO BE VISITED) (AGENCY)

The Vice President  
Adm. Daniel J. Murphy  
State  
~~Deputy Secretary William P. Clark~~  
Under Secretary Walter J. Stoessel ✓  
Mr. John D. Scanlan ✓  
Treasury  
Secretary Donald T. Regan ✓

White House  
~~Edwin Meese III~~  
James A. Baker III ✓  
Michael K. Deaver ✓  
James W. Nance ✓  
John Poindexter ✓  
Janet Colson

OSD  
Deputy Secretary Frank C. Carlucci ✓

NSC  
Allen J. Lenz ✓  
Richard Pipes ✓

Agriculture  
Deputy Secretary Richard Lyng ✓

Commerce  
Under Secretary Lionel H. Olmer ✓

OMB  
William Schneider, Jr. ✓  
Mr. Ed Hanger ✓

CIA  
Director William J. Casey ✓

JCS  
Admiral Thomas B. Hayward ✓  
Lt General Paul F. Gorman

MEETING LOCATION

Building White House Requested by Carol Cleveland  
Room No. Cabinet Room Room No. 376A Telephone 3044  
Time of Meeting 3:30-4:30 p.m. Date of request December 10, 1981

Additions and/or changes made by telephone should be limited to three (3) names or less.

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



THE WHITE HOUSE

WASHINGTON

December 9, 1981

Reception with Republican State Legislators

Date: Thursday, December 10, 1981

Location: Treaty Room, OEOB

Time: 5:00 - 5:15 p.m.

From: Richard S. Williamson

I. PURPOSE

To thank them for the help they provided in getting your programs enacted during the past year, and to ask them to be vocal and firm in generating support back home for the next initiatives in the Economic Recovery Program.

II. BACKGROUND

These legislators are Republican members of the State-Federal Assembly which is meeting in town this week. SFA is the policy making arm of the National Conference of State Legislatures, and we have been working with the Republican members to effect policy positions favorable to your programs. We are holding this reception at the request of the National Republican Legislators Association, and coordinating it with the RNC.

III. PARTICIPANTS

Approximately 150 Republican state legislators from across the country.

IV. PRESS PLAN

White House photographer only.

V. SEQUENCE OF EVENTS

Rich Williamson recognizes:

    Chuck Hardwick  
        President of the National Republican Legislators  
        Association

Chuck Hardwick gives brief remarks

The President arrives

Dick Richards welcomes the President

The President gives brief remarks

Mix and mingle

---

Attachment:  
    Talking Points

THE WHITE HOUSE  
WASHINGTON  
THE PRESIDENT'S SCHEDULE  
Thursday, December 10, 1981

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10:45 am (10 min)	<u>Brief Meeting with R. William Taylor, President, American Society of Association Executives; and James P. Low, immediate past President, ASAE</u> (Elizabeth Dole)	Oval Office
	(TAB A)	
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	(distributed separately)	
11:30 am (30 min)	<u>Meeting with Economic Policy Board</u> (Martin Anderson)	Roosevelt Room
	(TAB B)	(draft remarks attached)
12:00 m (60 min)	<u>Lunch with the Vice President</u>	Oval Office
1:00 pm (5 min)	<u>Photo with Elliott Abrams and Family</u> (Admiral Nance)	Oval Office
	(TAB C)	
1:05 pm (25 min)	<u>Personal Staff Time</u>	Oval Office
1:30 pm (1hr45 min)	<u>Budget Meeting</u> (Richard Darman/Craig Fuller)	Cabinet Room
	(TAB D)	
3:30 pm (60 min)	<u>National Security Council Meeting</u> (Admiral Nance)	Cabinet Room
	(distributed separately)	
4:30 pm (30 min)	<u>Personal Staff Time</u>	Oval Office
5:00 pm (15 min)	<u>Dropby Reception for Republican Legislators attending National Conference of State Legislatures' State-Federal Assembly</u> (Richard Williamson)	474 OEOB
	(TAB E)	
5:30 pm (30 min)	<u>Staff Time</u> (Baker, Meese, Deaver)	Oval Office
7:50 pm	<u>The President and Mrs. Reagan depart for Private Dinner (Business Suit)</u>	South Grounds
	(TAB F)	