

**The original documents are located in Box C5, folder “Presidential Handwriting, 10/15/1974” of the Presidential Handwriting File at the Gerald R. Ford Presidential Library.**

### **Copyright Notice**

The copyright law of the United States (Title 17, United States Code) governs the making of photocopies or other reproductions of copyrighted material. Gerald Ford donated to the United States of America his copyrights in all of his unpublished writings in National Archives collections. Works prepared by U.S. Government employees as part of their official duties are in the public domain. The copyrights to materials written by other individuals or organizations are presumed to remain with them. If you think any of the information displayed in the PDF is subject to a valid copyright claim, please contact the Gerald R. Ford Presidential Library.

*Called call  
into Rustand  
10/21  
JL*

THE WHITE HOUSE

WASHINGTON

October 15, 1974

MEMORANDUM FOR: DON RUMSFELD  
FROM: WARREN RUSTAND  
SUBJECT: Proposed Additions and Adjustments to President's Schedule for the Week of October 21

Wednesday, October 23

10:00 a.m. OMB Briefing. Roy Ash has requested this opportunity to review areas where budget reductions might be made to bring the FY 1975 budget below \$300 billion. Proposed reductions need to be submitted to Congress in November and Mr. Ash and the members of his staff need the President's guidance before submitting final proposals to him.

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

12:10 p.m. (10 mins) \* Cardinal Cooke. This meeting was previously approved.

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

12:25 p.m. (2 mins) Photo with Fred Malek and Family. Mr. Malek has requested the opportunity for a farewell photo with the President.

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

2:00 p.m. (60 mins) Transition Team. This is the meeting you asked be delayed. The question we still have to resolve is whether the President wants to meet with the four principal members?

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

or the expanded group of 12 members?

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

Friday, October 25

12:10 p.m.  
(10 mins)

\* Newspaper Editors and Freedom of Information Committee. This group will be in Washington on October 24 and 25 and includes 21 individuals representing a diversity of publications and geographical regions. (Recommended by Mr. Hartmann) Attendees listed at Tab A.

Approve MR9, Disapprove \_\_\_\_\_

12:15 p.m.  
(30 mins)

\* Civil Rights Leaders. This meeting would allow the President to reaffirm his support for this Administration's civil rights and minority-oriented programs. It would be particularly fitting in light of the recent Boston uprisings. (Recommended by Stan Scott with staff participation to include Messrs. Hartmann, Marsh, Scott, Calhoun and Cole.) Civil Rights Leaders are listed at Tab B.

Approve MR9 Disapprove \_\_\_\_\_

2:00 p.m.  
(30 mins)

Economic Policy Board Executive Committee. Regularly scheduled Friday meeting, at request of Bill Seidman.

Approve MR9 Disapprove \_\_\_\_\_

5:15 p.m.  
(10 mins)

Meet with Bill Bewley, a personal friend. Mildred Leonard indicated the President might wish to visit briefly with Mr. Bewley.

Approve MR9 Disapprove \_\_\_\_\_