

Withdrawal/Redaction Sheet

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
001. fax	To Gayleen Dalsimer from Renwick McLean [Personally Identifiable Information] [partial] (1 page)	12/01/2000	b(6)
002. fax	From Christopher Doering [Personally Identifiable Information] [partial] (1 page)	12/01/2000	b(6)
003. fax	To Lissa Muscatine, Erika Batcheller, and Gayleen Dalsimer from Robin Groom [Personally Identifiable Information] [partial] (1 page)	12/01/2000	b(6)
004. fax	To Gayleen Dalsimer from Renwick McLean [Personally Identifiable Information] [partial] (1 page)	12/01/2000	b(6)
005. fax	To Gayleen Dalsimer from Phyllis Brandon [Personally Identifiable Information] [partial] (1 page)	11/17/2000	b(6)

COLLECTION:

Clinton Presidential Records
First Lady's Office
Lissa Muscatine
OA/Box Number: 23215

FOLDER TITLE:

Events Binder: Office of the First Lady: Gayleen Dalsimer: [Kennedy Center] [binder]

2015-0275-S

rc2058

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Clinton Presidential Records Digital Records Marker

This is not a presidential record. This is used as an administrative marker by the William J. Clinton Presidential Library Staff.

This marker identifies the place of a tabbed divider. Given our digitization capabilities, we are sometimes unable to adequately scan such dividers. The title from the original document is indicated below.

Kennedy Center

Divider Title: _____

WHSO LAYOUT FINAL

a/o 12/10/00; S. Farnsworth; K. Widdess

KENNEDY CENTER HONORS GALA

Sunday, December 3, 2000

EVENT FORMAT

Honoree/Family Meet & Greet: Diplomatic Reception Room and Map Room
(WH Photo, CBS Camera)
Remarks: East Room (Pool Press)
Receiving Line: Blue Room (WH Photo, CBS Camera)
Reception: State Dining Room (Closed Press)
Principal Briefing Elevator or Map Room
Approx. 500 guests/Pool Press/Black Tie

EVENT TIMES

East Gate Opens: 4:30 p.m.
State Floor set for cocktails: 4:30 p.m.
Invite Time: 5:00 p.m.
Honorees Time: 4:30 p.m. (SW Gate to South Portico)
Principal Time: 5:15 p.m.

NOTE: Mrs. Clinton will take a group photo with the Decorators at 2:30 p.m. on the South Portico (weather permitting) or East Room.

1:30 p.m. Kennedy Center Production vehicles arrive via Pennsylvania Ave. & 15th to the NW Gate for clearance. They will hold on the North Portico until Ushers Office authorizes load in/set up of East Room, Blue Room and Map Room. Please refer to separate production schedule provided by the Kennedy Center.
Clearance Contact: Ushers Office
Kennedy Center Contact: Allen Tubis, cell 703-283-5262

3:00 p.m. Kennedy Center production crew may begin set up pending Ushers Office approval. WHCA begins set up. *WHCA Contact: Dee Morris*

3:30 p.m.-4:30 p.m. In House Pool set up begins.
Contact: WH Press Office

3:00 p.m. Walk thru w/Social Aides and WHSO volunteers. *Contact: Sarah F.*

4:15 p.m. **IN PLACE TIME**

4:30 p.m. East Gate opens for guest arrival. Guests arrive and proceed down the Colonnade where they complete receiving line cards prior to being announced to the press in the Book Sellers Area.

Arrival Notes: *Guests arrive to front of the fountain (not the Portico –Portico only used in inclement weather); continuous press announce in booksellers; door openers and car parkers; guests are directed to the State Floor by Social Aides. Receiving line cards completed in East Colonnade—2 tables in Colonnade for receiving line cards; coat check in Family Theatre; harp & flute on Colonnade. Ground Floor Arrival SIC: Tracy P.*

4:30 p.m. Guests proceed from the Ground Floor to the State Floor for beverages.

4:30 p.m. Honorees & family, Kennedy Center and CBS Production people arrive to the South Portico via Southwest Gate and are served beverages in the Diplomatic Reception Room.

Diplomatic Reception Room Meet & Greet Participants (Refer to final list)
Approx. 60 guests

Honorees & Family:

Mikhail Baryshnikov (4)
Chuck Berry (9)
Maestro Placido Domingo (12)
Clint Eastwood (8)
Angela Lansbury (6)

Kennedy Center

Mr. & Mrs. Jim Johnson
Mr. Michael Kaiser
Mr. & Mrs. Larry Wilker
Mr. & Mrs. George Stevens
Mrs. Roger Stevens
Mr. Don Mischer

SW Gate: Tibby Turner, Deborah Richards
Diplomatic Reception Room: Diane Sappenfield

Press Note: *Press at West Side of South Portico for arrivals.*

SW Arrival Route: *17th and E, East bound on E, car checked at 1st police check point, honoree/guest check through mags at SW gate. SOS officer at police check point, SW gate check. Car with guests proceeds to the South Portico.*

Social Aide Note: *Each honoree has one Social Aide escort waiting at South Portico for them and one for their family. The Social Aides escort honorees/families to the Diplomatic Reception Room for beverages and the meet and greet. Once the family is greeted, the families are taken to the East Room for family seating by their Social Aide via the public stairs, the honorees via the elevator to the Cross Hall to await their announce with their Social Aide.*

North & South Portico Car Parking Note:

Honorees/KC/CBS Production people will be able to park on the South Grounds. Talent escorts in talent vehicles hold on the North Portico after drops are made on East Executive Ave. Coats for honorees will be held with escorts (in cars) NW Gate contact: Kate (WHSO).

5:15 p.m.

THE PRESIDENT AND THE FIRST LADY receive briefing at the Elevator on the Ground Floor.

Contact: Capricia Marshall

5:20 p.m.

THE PRESIDENT AND THE FIRST LADY proceed to the Map Room to meet the honorees, their families and production/KC people.
(WH PHOTO, CBS Production Camera)

Format: Honorees and their family will be directed from the Diplomatic Reception Room through the Map Room to greet The President and The First Lady. After the photo, the Family/couple is taken to their seats in the East Room via the public stairs. The honoree is taken to hold in the Red Room from the elevator. One Social Aide remains w/Honoree; another Social Aide escorts family to reserved seats.

5:20 p.m.

Approx. time. Social Aides begin directing guests to the East Room for the program. Limited seating for the family of the Honorees and a small number of reserved seats. Guests are directed through the Green Room and through the NE entrance to the East Room for the standing area. An overflow monitor and speaker will be set up in the Green Room and Cross Hall.

Seating Contact: TBD

5:40 p.m.

THE PRESIDENT AND THE FIRST LADY proceed to the Cross Hall via the elevator to await announce.

5:35 p.m.

Social Aides line the Cross Hall with assigned awardee in alphabetical order.
(Additional Social Aides line Cross Hall – cordon)

5:45 p.m.

PROGRAM BEGINS

Honorees are announced in alphabetical order from the Cross Hall and are escorted to seat on the stage by their assigned Social Aides.

WHCA Note: Announce position in Cross Hall entrance to the East Room to allow for on mark announces of honorees.

Music Note: Confirm processional playing during announce of Honorees.

THE PRESIDENT AND THE FIRST LADY are announced to HONORS and

proceed to the Eagle Lectern on stage in the East Room.

THE FIRST LADY makes welcoming remarks and introduces **THE PRESIDENT**.

THE PRESIDENT makes remarks and acknowledges honorees.

Note: Each Honoree remains seated during the President's acknowledgment (Honorees received medals Saturday night).

6:00 p.m.

THE PRESIDENT AND THE FIRST LADY proceed to the Blue Room for receiving line.

Social Aide Note: Social Aide cordon for the President and the First Lady departure from the East Room to the Blue Room due to the overflow crowd in the Cross Hall.

Honoree Note: Social Aides escort Honorees and their families into the State Dining Room for the reception.

Receiving Line Note: Some guests will be brought to the Red Room by WHSO/Gala staff to go through the receiving line for CBS production due to early call times at the Kennedy Center. All other guests will proceed from the State Dining Room, through the Red, into the Blue and out the Green Room.

Performer Note: Performers will depart shortly after event for the Kennedy Center via North Portico, gala staff will direct. Contact:

Production Note: Kennedy Center production crew will be pre-positioned in the Blue Room for a few minutes of the receiving line.

6:00 p.m.

Buses staged for departure on East Executive Avenue for guests. Honorees/KC/CBS vehicles ready to depart South Portico for the performance. Contact: Tracy P

7:00 p.m.

Upon conclusion of the receiving line, **THE PRESIDENT AND THE FIRST LADY** proceed to the Residence.

7:15 p.m.

Once all of the guests have departed, Social Aides are positioned on the North Portico for a group photo.

THE PRESIDENT AND THE FIRST LADY proceed to the Blue Room for their annual holiday picture in front of the tree. (WH Photo)

THE PRESIDENT AND THE FIRST LADY proceed to the North Portico for the annual picture with the Social Aides. (WH Photo)

7:30 p.m.

THE PRESIDENT AND THE FIRST LADY depart for the Kennedy Center from the North Portico. (T)

Social Aide Note: Following photo, the Senior Social Aides will walk-thru holiday reception movements with Senior Aides and Sarah/Kim/Sharon/Tracy P.

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The New York Times

WASHINGTON BUREAU
1627 I STREET, N.W.
WASHINGTON, D.C. 20006
(202) 862-0300

Gayleen Dalsimer
Office of the First Lady
The White House
Fax: 202-456-7805

December 1, 2000

Dear Ms. Dalsimer:

I am writing to get credentials to cover the White House reception for the Kennedy Center Honors at 5:00 p.m. on Sunday, December 3, 2000.

I work for The New York Times, at 202-862-0324. My name is Renwick McLean; my social security number is (b)(6) my date of birth is (b)(6) . I do not have a White House press pass, but do have Congressional press accreditation. [001]

Thank you very much, and I look forward to hearing from you soon.

Sincerely,



Renwick McLean

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Christopher Doering

Organization: Reuters

[002]

Date of Birth:

(b)(6)

social security

Home phone: 301-528-2837

I would like to receive clearance for this Sunday at the White House. The event I am interested in is the Kennedy Center Honorees event taking place that evening. Please call me with any questions.

Sincerely,

Christopher Doering
Christopher Doering

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~~12/1~~ credits
for Kennedy Center & press preview

The Washington Post

1150 15TH STREET N.W.
WASHINGTON, D.C. 20071-7403
(202) 334-8000

Dec. 1, 2000

To: Lissa Muscatine, Erika Bathceller and Gayleen Dalsimer

From: Robin Groom, editorial asistant/Style

Re: the Kennedy Center Honors reception

Kenneth Avery Ringle, a Style reporter, and Gerald Martineau, a photographer will be covering the reception at the White House for us on Sunday night.

Ringle's date of birth is (b)(6) and his Social Security No. is (b)(6). [003]

Martineau's date of birth is (b)(6) and his Social Security No. is (b)(6).

Many thanks.

Jane Fullerton

Dob

Soc.

(b)(6)

Arkansas
Dem. Gazette.

Press Preview

Sheneel
12-1

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Arkansas Democrat-Gazette

Capitol and Scott • P.O. Box 2221 • Little Rock, Arkansas 72203-2221 • (501) 378-3400

FAX

Kennedy

News Room:

DATE: Nov. 17, 2000

FROM: Phyllis Brandon, High Profile Editor

TO: GAYLEEN DALSIMER

FAX NUMBER: (202) 456-7805

NUMBER OF PAGES INCLUDING COVER SHEET:

MESSAGE:

my birthdate

my S.S. Number

(b)(6)

[005]

Gayleen, I would like to be included with open
press and guest arrivals - and be allowed
to attend the reception in honor of the
Kennedy Center honorees on Sun, Dec. 3, 2000.

Thanks.

fax=

jane fullerton@cs.com

*friend
Margaret*