



# *George W. Bush Presidential Library and Museum*

2943 SMU Boulevard, Dallas, Texas 75205

[www.georgewbushlibrary.smu.edu](http://www.georgewbushlibrary.smu.edu)

## **Records Management, White House Office of**

### **Subject Files - MC (Meetings - Conferences)**

**Date Ranges:** 2001-2009

**Extent and Forms of Material:** 10 linear feet, 6 linear inches

**Abstract:** This subject category contains materials related to routine meetings and conferences. A significant portion of the materials includes correspondence such as thank you letters sent to meeting attendees, participants, and White House visitors. Preparatory materials for varied formal and informal meetings and conferences are included.

**Repository:** George W. Bush Presidential Library, National Archives and Records Administration, Dallas, TX [gwbush.library@nara.gov](mailto:gwbush.library@nara.gov) (214) 346-1557

**Access:** Access to Bush Presidential Records is governed by the Presidential Records Act (PRA) (44 USC 22) and the Freedom of Information Act (FOIA) (5 USC 552 as amended) and therefore records may be restricted in whole or part in accordance with legal exemptions.

**Copyright:** Documents in this collection that were prepared by officials of the United States government as part of their official duties are in the public domain. Researchers are advised to consult the copyright law of the United States (Title 17, USC) which governs the making of photocopies or other reproductions of copyrighted material.

**Custodial History:** Official records of George W. Bush's presidency are housed at the George W. Bush Presidential Library and administered by the National Archives and Records Administration (NARA) under the provisions of the Presidential Records Act (PRA).

**Processing note:** Processed by staff archivists, 2013-2016. Last Modified: 11/02/2016

**Preferred Citation:** Type of document; names of sender and recipient, or title of document; date; White House Office of Records Management Subject Code and case number; box number; Collection Title and series/subseries, George W. Bush Presidential Library.

**Administrative History:** The White House Office of Records Management is responsible for the filing and retrieval of records created during the incumbent presidential administration. The use of a filing methodology for records created or received by the White House dates to at least the early years of the 20<sup>th</sup> century, and has undergone changes since that time to cope with the ever-expanding volume of paperwork handled by the President and his staff.

The White House Office of Records Management, or ORM (or WHORM) manages the office files of individual White House staff members, as well as administration records that are arranged by subject code and case file ID number according to their general subject matter.

**Scope and Content Note:** MC (Meetings - Conferences) is comprised of materials related to routine meetings and conferences, such as those with foreign dignitaries, economic and business leaders, federal agency heads, or elementary school groups. The materials are largely correspondence (drafts and copies thereof), such as thank you letters sent from President George W. Bush to meeting attendees and letters to White House visitors thanking them for gifts. Additionally, the materials include invitations, correspondence and gift tracking sheets, schedules and agendas, talking points, notations, preparatory memoranda, and other background materials for varied formal and informal meetings, conferences, and events. A portion of the correspondence from President George W. Bush includes letters expressing support and sympathy sent to the families and friends of victims of the September 11<sup>th</sup> attacks and fallen service members. Also included are letters from President George W. Bush sent to members of the military thanking them for their service.

MC001 (Governors' Conferences) is comprised of materials related to meetings and conferences with governors from US States. A large portion of these materials relate to meetings with the National Governors Association.

MC002 (Mayors' Conferences) is comprised of materials related to meetings and conferences with governors from major U.S. cities. A large portion of these materials relate to talking points used at the U.S. Conference of Mayors.

MC003 (White House Conferences) is comprised of materials related to meetings and conferences held at the White House. These materials relate to meetings with various groups, including corporate leaders, small business groups, groups of legislators, and labor unions. A segment of materials relates to meetings held with leaders in the education field, including meeting lists and thank you letters to attendees. Additional materials relate to the White House Conference on Character and Community, held in 2002, and summits on the Bicentennial of the Lewis and Clark Expedition and the Lincoln Bicentennial Commission.

**System of Arrangement:** Material is arranged by alphanumeric subcode and thereunder by case file number.

This series is divided into the following subseries based on subcode:

- MC (Meetings - Conferences)
- MC001 (Governors' Conferences)
- MC002 (Mayors' Conferences)
- MC003 (White House Conferences)

This collection is only partially processed and some boxes may be unavailable for research.

### **Container List:**

#### **Box 1**

**Subject Files - MC (Meetings - Conferences)**

- 1 447192 - 542963
- 2 604323 [1]
- 3 604323 [2]
- 4 608065 - 610759
- 5 612006 - 612238
- 6 612305
- 7 612313
- 8 612328
- 9 612433 - 613803
- 10 614090 - 614116
- 11 617127 - 618332
- 12 618699 - 618704

**Box 2**

**Subject Files - MC (Meetings - Conferences)**

- 1 618705 - 618970
- 2 618977 - 618996
- 3 618998 - 618999
- 4 619001 – 619003
- 5 619006 - 619008
- 6 619064 - 619145
- 7 619147 - 619162
- 8 619163 - 619170
- 9 619173
- 10 620510 - 620830

**Box 3**

**Subject Files - MC (Meetings - Conferences)**

- 1 620832 - 620836
- 2 620895 - 620900
- 3 621026 [1]
- 4 621026 [2]
- 5 621026 [3]
- 6 621169 - 621210

- 7 621800 - 621951
- 8 622321 - 622326
- 9 623824 - 623878
- 10 624142 - 624432
- 11 624525 [1]

**Box 4**

**Subject Files - MC (Meetings - Conferences)**

- 1 624525 [2]
- 2 624525 [3]
- 3 624927 - 625606
- 4 626930
- 5 627781 - 628177
- 6 628186 - 628197
- 7 630944 - 631522
- 8 631529 - 637676
- 9 640164 - 641258
- 10 641460 - 642101
- 11 644959 - 645702

**Box 5**

**Subject Files - MC (Meetings - Conferences)**

- 1 645718 - 646036
- 2 646037
- 3 646439 - 646453
- 4 649201
- 5 649911
- 6 649913 - 650587
- 7 650652 - 650963
- 8 651000
- 9 652021 - 654289
- 10 655532 - 656613
- 11 656777 - 658146
- 12 658147

**Box 6**

**Subject Files - MC (Meetings - Conferences)**

- 1 658227
- 2 658772 - 658785
- 3 658796 - 658949
- 4 659072 - 659134
- 5 659143 - 659426
- 6 659527
- 7 659958 - 660754
- 8 660755 - 660894
- 9 661957 – 662044
- 10 662337 - 668179
- 11 669955 - 672120
- 12 673853 - 674431

**Box 7**

**Subject Files - MC (Meetings - Conferences)**

- 1 674503 - 675075
- 2 675077 - 675469
- 3 676096 - 681313
- 4 681318 - 681591
- 5 681761 [1]
- 6 681761 [2]
- 7 681761 [3]
- 8 684013 - 685343
- 9 685751 - 685755
- 10 685757 - 685761
- 11 685762 - 685782

**Box 8**

**Subject Files - MC (Meetings - Conferences)**

- 1 685788 - 685801
- 2 685811 – 685822
- 3 685823 - 685831
- 4 685832 - 686082
- 5 686084 - 686091

- 6 686093 - 686220
- 7 686234 - 686246
- 8 686248 - 686258
- 9 686543 - 686547
- 10 686555 - 686900

**Box 9**

**Subject Files - MC (Meetings - Conferences)**

- 1 686911
- 2 686914 [1]
- 3 686914 [2]
- 4 686914 [3]
- 5 687181 - 687186
- 6 687311 [1]
- 7 687311 [2]
- 8 687311 [3]
- 9 687311 [4]
- 10 687508 - 688227
- 11 688262 - 688263

**Box 10**

**Subject Files - MC (Meetings - Conferences)**

- 1 688940 - 690012
- 2 690469 - 690503
- 3 690919 [1]
- 4 690919 [2]
- 5 690919 [3]
- 6 691006 - 691755
- 7 691767 - 691807
- 8 691963 - 691983
- 9 691986 - 691991
- 10 691994 - 692002

**Box 11**

**Subject Files - MC (Meetings - Conferences)**

- 1 692007 - 692016

- 2 692017 - 693624
- 3 693630 - 693633
- 4 693634 - 693708
- 5 693712 – 693713
- 6 693714
- 7 693719 - 693736
- 8 693738 - 693840
- 9 693845 - 695198
- 10 695199 - 695215

**Box 12**

**Subject Files - MC (Meetings - Conferences)**

- 1 695218 - 695575
- 2 695758
- 3 695760 - 698561
- 4 702184 [1]
- 5 702184 [2]
- 6 702184 [3]
- 7 704637
- 8 713550 [1]
- 9 713550 [2]
- 10 713550 [3]

**Box 13**

**Subject Files - MC (Meetings - Conferences)**

- 1 713550 [4]
- 2 713550 [5]
- 3 714517 [1]
- 4 714517 [2]
- 5 718040 [1]
- 6 718040 [2]
- 7 718040 [3]
- 8 720727 - 721964
- 9 721965 [1]
- 10 721965 [2]

11 721965 [3]

**Box 14**

**Subject Files - MC (Meetings - Conferences)**

1 722059 [1]  
2 722059 [2]  
3 722239 [1]  
4 722239 [2]  
5 722239 [3]  
6 722239 [4]  
7 723265  
10 727355 - 727368  
11 727374

**Box 15**

**Subject Files - MC (Meetings - Conferences)**

1 728276  
2 728427 - 729297  
3 729299  
4 729303 [1]  
5 729303 [2]  
6 729303 [3]  
7 729306  
8 729657 - 729685  
9 729686 [1]  
10 729686 [2]

**Box 16**

**Subject Files - MC (Meetings - Conferences)**

1 729686 [3]  
2 730343  
3 731316 - 731445  
4 731573  
5 731768  
7 732928 [1]  
8 732928 [2]



- 9 733257 [1]
- 10 733257 [2]
- 11 733358 - 733593
- 12 734218 - 734225

**Box 17**

**Subject Files - MC (Meetings - Conferences)**

- 1 734237 - 734566
- 2 734569
- 3 734753 [1]
- 4 734753 [2]
- 5 734753 [3]
- 6 734753 [4]
- 7 735176 [1]
- 8 735176 [2]
- 9 736328 [1]
- 10 736328 [2]

**Box 18**

**Subject Files - MC (Meetings - Conferences)**

- 1 736328 [3]
- 2 739697
- 3 741698 [1]
- 4 741698 [2]
- 5 741698 [3]
- 6 742379 [1]
- 7 742379 [2]
- 8 745801

**Box 19**

**Subject Files - MC (Meetings - Conferences)**

- 1 749997
- 2 751162 [1]
- 3 751162 [2]
- 4 751162 [3]
- 5 751162 [4]

- 6 751162 [5]
- 7 751273 [1]
- 8 751273 [2]

**Box 20**

**Subject Files - MC (Meetings - Conferences)**

- 1 751901
- 2 753646 [1]
- 3 753646 [2]
- 4 753768 [1]
- 5 753768 [2]
- 6 754112 - 754113
- 7 754621 - 755967
- 8 771112

**Subject Files - MC001 (Governors' Conferences)**

- 9 445522 - 445527
- 10 453617

**Box 21**

**Subject Files - MC001 (Governors' Conferences)**

- 1 453624 - 505612
- 2 508791 [1]
- 3 508791 [2]
- 4 553829 [1]
- 5 553829 [2]
- 6 553829 [3]
- 7 566066 – 653671
- 8 653700 [1]
- 9 653700 [2]
- 10 719454 - 747073

**Subject Files - MC002 (Mayors' Conferences)**

- 11 508653
- 12 552065 [1]
- 13 552065 [2]

**Box 22**

**Subject Files - MC003 (White House Conferences)**

- 1 445301 - 445529
- 2 445612 [1]
- 3 445612 [2]
- 4 445628 [1]
- 5 445628 [2]
- 6 445632
- 7 446000
- 8 447498 - 453564
- 9 453667
- 10 453669 [1]
- 11 453669 [2]
- 12 453672 - 453708

**Box 23**

**Subject Files - MC003 (White House Conferences)**

- 1 453711
- 2 453832
- 3 453833
- 4 453847 - 483651
- 5 491078
- 6 491243
- 7 491267
- 8 498015 - 506991
- 9 508739 [1]
- 10 508739 [2]
- 11 508862 - 520213
- 12 520214 - 522268
- 13 524524 [1]
- 14 524524 [2]

**Box 24**

**Subject Files - MC003 (White House Conferences)**

- 1 524763
- 2 527038

- 3 527055
- 4 527077
- 5 527122
- 6 527311 - 527764
- 7 534505 - 553792
- 8 553840 [1]
- 9 553840 [2]
- 10 562280 - 562532
- 11 564776
- 12 564839 - 613596
- 13 621869 [1]
- 14 621869 [2]