

MEMORANDUM

March 19, 1998

To: Irene Marr

From: Ronald G. Haron

cc: T. Jeremy Gunn
JFK Library File

Subject: Questions Re Compliance Statement of
the JFK Library

In connection with your meeting with the JFK Presidential Library in Boston, I have reviewed the JFK Library's July 1997 initial Statement of Compliance and have several questions regarding their Statement, including questions regarding their search methodology. The proposed questions are aimed at: (1) getting a better understanding as to what the JFK Library did to search for assassination records; (2) assisting us in deciding whether a compliance deposition should be taken; and (3) enabling us to perhaps give the JFK Library any necessary guidance with respect to the submission of their Final Declaration of Compliance.

1. Records Collections

- According to the Compliance Statement, the JFK Library has "338 personal papers collections and bodies of federal records." Compl. Stmt. ¶ 2a(1). Is this indeed the complete universe of record collections in the Library's physical custody, including publicly available, processed, unprocessed, undeeded, and closed records?
- The compliance statement makes reference to the JFK Library's "guide to holdings." Compl. Stmt. ¶ 2a(1). Does this guide indeed list all records collection irrespective of whether the collection is processed or unprocessed? Does it also list all oral history interviews irrespective of whether the interview is transcribed and/or processed? (We need to check, but we may have a copy of this).

- With respect to “processed” record collections, it appears that there are “registers” that identify the contents of the collection and that these registers were reviewed for assassination records. Compl. Stmt ¶ 2a(1).
- With respect to “unprocessed” record collections, registers apparently are not yet created. These records fall into the following categories: (1) unclassified collections which have “box lists (to the folder level),” and these box lists were reviewed; (2) President Kennedy’s National Security Files and Presidential Office Files, and these do have registers that were apparently reviewed; and (3) “non-presidential, unprocessed collections which contain large percentages of security classified documents” and which do “not have box lists.” Compl. Stmt. ¶ 2a(2). As to this third category, the JFK Library consulted the “guide to holdings” to determine “which collections could reasonably be expected to contain” assassination records. *Id.* As to this third category, who made the selections of potentially relevant collections and what criteria did they use?
- *Note:* For the unprocessed collections, there is apparently a “donor” file and a “processing” file. Compl. Stmt. ¶ 2a(2).
- As we did with the Library of Congress and the Sixth Floor Museum, I think we should request an inventory of the JFK Library’s record holdings. Accordingly, we should ask them what inventories of record collections do they have. Does the “guide to holdings” constitute their only master inventory? Do they have other inventories that identify all record collections residing with the JFK Library?

2. Oral History Interviews

- The JFK Library states that it has 900 “processed and deeded oral history interviews” (Compl. Stmt. ¶ 2a(1)) and and 300 unprocessed or not transcribed oral history interviews (Compl. Stmt ¶ 2c(4)). Is this the entire universe of oral history interviews?
- With respect to the 900 oral history interviews , the JFK Library said it identified relevant interviews by consulting the “guide to holdings” and consulting an “incomplete” subject index. Compl. Stmt ¶ 2a(1). How did the library identify the relevant interviews? By identity of interviewee? To what extent was the incomplete subject index relied upon?
- As for the 300 unprocessed interviews, the Library states that “[w]e see very few likely interviews of relevance.” Compl. Stmt. ¶ 2c(4). How was this determination made? The

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Compliance Statement further notes that assassination-related materials are being identified as interviews are transcribed and processed. Is any priority being given to this processing? Has any attempt been made to identify those interviews that are more likely to relate to the assassination?

- As with the record collections, we should probably get a master inventory listing all persons whose oral history interviews reside with the Library irrespective of their status at the Library. (Again, it may be that this “guide to holdings” contains a master list of the oral history interviews, but we should confirm what master lists they have).

3. Audiovisual Collection

- The JFK Library’s Compliance Statement simply says that the Library “surveyed all the audiovisual collections for possible relevant materials.” Compl. Stmt. ¶ 2a(3). No other explanation regarding its search is provided. I would ask how they identified relevant materials and obtain, if possible, an inventory to their audiovisual collection, including a master list of Presidential recordings.