

MEMORANDUM

July 18, 2017

TO: Board Members

cc: Laura Denk, Tracy Shycoff

FROM: Eileen Sullivan

SUBJECT: Issuance of the Final Report/NARA and Capitol Hill

I have attached information regarding individuals that we will invite to both the event at the National Archives and in the Capitol building.

National Archives -- Archivist's Reception Room

We are scheduled to hold an event (press conference) in the Archivist's Reception Room at the National Archives at 10:30 or 11:00am on Tuesday, September 29, 1998. I did not yet schedule a specific time because the final report is not due back in our office until 9:00am that same morning. I think we need some cushion, and I would like to discuss this with you. I intend to notify all of our media contacts about this event, and I have attached a list of those individuals/media outlets that I expect will attend. We will also be inviting representatives from the agencies that the Review Board has dealt with these last several years.

The Capitol -- Room EF-100

Later that day we are scheduled to present the Report to members of Congress at 2:00pm in room EF-100, which is in the Capitol building (map attached.) Jeff Schaffner of Dan Burton's staff reserved this room for us. I have attached a list of the members of the Leadership, members of the House and Senate Oversight Committees, and a list of those members that were of help to the ARRB throughout its tenure. In addition I have included a list of ALL members of Congress. Please mark any member(s) that I have missed or that you would like to invite.