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10 May 1994

NOTE FOR THE RECORD

**SUBJECT: Call from Jack Tunheim, Chairman
JFK Assassination Board**

1. Asks to meet me Thursday, 12 May at Ames, 1:30 - General discussion.
2. Asks for advice on designing space
 - wants security advice, especially on a conference room.
 - does not plan to keep many documents, but wants secure space where we can discuss classified information.
 - Office at 633 Indiana Ave. Justice has part of the building.
 - Contact on space: Calvin Snowden, GSA
(202) 708-5702
3. Full Board meets on 31 May or 1 June, would like us to brief them.
4. Clearances: Board has to be "read in"
 - Contacts for clearances:
Marvin Crisloff
Office of White House Counsel
 - White House Chief of Staff's Office is also involved.
 - Ed Howell, OS told me three (3) Board members are cleared: John Tunheim, Anna Nelson, Kermit Hall. Further paper work needed on Joyce and Graff.
 - Howell referred me to Nancy Donaghue x43420 and Tom Sheeley x43419 on space security.



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