

DD/A Registry
86-0268

6 FEB 1986

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MEMORANDUM FOR: Director of Information Technology
Director of Finance
Director of Security

25X1

FROM: Richard J. Kerr
Deputy Director for Administration

25X1

SUBJECT: Selection of a DA Representative and Alternates to the
Fine Arts Commission

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REFERENCE: DDA 86-0155, dtd 22 Jan 86; Subject: Office Nominations for
a Representative on the Fine Arts Commission

1. I am pleased to announce the selection of [redacted] from the Office of Information Technology (OIT) as the Directorate of Administration's (DA) representative to the Fine Arts Commission. I am confident that [redacted] possesses the necessary background, talent, and personal desire to actively and knowledgeably participate in deciding questions relative to building grounds and decor.

2. Additionally, I have selected [redacted] Office of Finance (OF), and [redacted] Office of Security (OS), as alternates to [redacted] in the event back-up representation is required. [redacted] and [redacted] have excellent Agency backgrounds, are knowledgeable in the fine arts, and their own personal interests parallel those of Commission activities. Both of these individuals have expressed a desire and interest to serve as representatives on the Fine Arts Commission.

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3. In view of the above, OIT should inform [redacted] of her selection, and that she will be contacted by the Fine Arts Commission in the near future. Also, OF and OS should advise their candidates that they have been appointed alternates and that they will be called by the Commission to serve as DA representative, if needed. Thank you for your assistance in this matter.

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[redacted signature box]

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Richard J. Kerr

cc: Chairperson, Fine Arts Commission

[redacted]

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[redacted]

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CONFIDENTIAL

DD/a Regi
86-0155

22 JAN
1986

MEMORANDUM FOR: Director of Communications
Director of Finance
Director of Information Services
Director of Information Technology
Director of Logistics
Director of Medical Services
Director of Personnel
Director of Security
Director of Training and Education

FROM: Richard J. Kerr
Deputy Director for Administration

SUBJECT: Office Nominations for a Representative on the
Fine Arts Commission

Attached is a copy of a memorandum from the Fine Arts Commission (Attachment A) requesting each Directorate to select a representative to attend future meetings of the Commission. Please review the memorandum and the regulations that describe the work of the Commission (Attachment B) and send an appropriate nomination to me by 27 January 1986. A final selection will then be determined and the name of the individual selected to represent the DA will be forwarded to the Chairperson, Fine Arts Commission. I would appreciate your prompt attention to this matter.

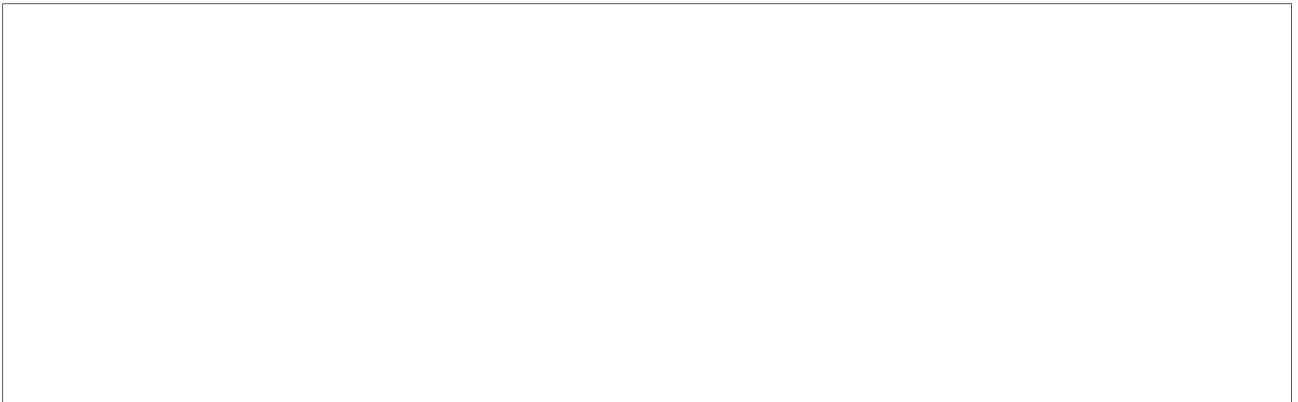


Richard J. Kerr

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Attachments:
As stated



~~C O N F I D E N T I A L~~

Executive Registry
86-0128

13 January 1986

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KJ

MEMORANDUM FOR: Deputy Director for Intelligence
Deputy Director for Science and Technology
Deputy Director for Operations
✓ Deputy Director for Administration

FROM: [Redacted]
Chairperson, Fine Arts Commission

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SUBJECT: Representation on the Commission

1. As the Agency moves toward major changes in the next few years in terms of its buildings and surrounding environs, the Fine Arts Commission will be increasingly tasked to decide questions of building and grounds decor. And as these questions ultimately concern--and directly affect--the employees of each Directorate, we are eager to provide for as wide a representation to the Commission as possible. Specifically, we are reestablishing the practice of including representatives of each Directorate at meetings of the Commission. While these representatives will not be members, they will in fact provide an informal channel for communications between the Directorates and the Commission.

2. In the name of the Commission, I therefore invite you to select a representative who is knowledgeable of your Directorate's interests in this field and one whose own interest will lend itself to the Commission's activities. Such an arrangement would, I think, be mutually beneficial.

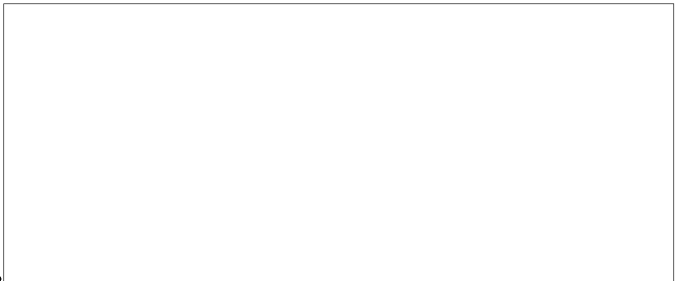
3. We meet once a month for about one hour at Headquarters, and your designated representative would receive agendas, minutes and meeting notifications. I have attached a copy of the regulations that describe in broad terms the work of the Commission. Please send the name of your representative to:

[Redacted]
Chairperson, Fine Arts Commission
6E08, Headquarters

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4. Thank you for your cooperation on an activity which is of concern to all employees.

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