Rose Mary Woods Papers, White House Central Files, 1969-1974

1969-1974
Descriptive Summary

Title: Rose Mary Woods Papers, White House Central Files, 1969-1974
Dates: 1969-1974
Collection Number: 6704499
Creator/Collector: Woods, Rose Mary, 1917-2005
Extent: 18 linear feet, 10 linear inches; 43 boxes
Online items available http://research.archives.gov/description/6704499
Repository: Richard Nixon Presidential Library and Museum

Abstract: Rose Mary Woods served as the President's personal secretary and executive secretary. The Rose Mary Woods materials consist of five series: Correspondence, Legal Correspondence and Printed Materials, Trip Files, News Clippings and Printed Materials, and Photographs. The Correspondence file consists primarily of perfunctory letters to and from admirers of Rose Mary Woods. The remainder of the file group consists of Miss Woods' notes, which include her observations on the legal and internal White House Watergate problems pertaining to the 18 ½ minute tape gap, telephone conversations, legal briefs, reports, and annotated news clippings. Most of the Materials in the News Clippings and Printed Material series are photocopies of newspaper or magazine articles. The Trip Files consist primarily of background papers and information provided to staff members who accompanied the President on his official trips in 1969 and 1972.

Language of Material: English

Access
Collection is open for research. Some materials may be unavailable based upon categories of materials exempt from public release established in the Presidential Recordings and Materials Preservation Act of 1974.

Publication Rights
Most government records are in the public domain; however, this series includes commercial materials, such as newspaper clippings, that may be subject to copyright restrictions. Researchers should contact the copyright holder for information.

Preferred Citation

Acquisition Information
These materials are in the custody of the National Archives and Records Administration under the provisions of Title I of the Presidential Recordings and Materials Preservation Act of 1974 (P.L. 93-526, 88 Stat. 1695) and implementing regulations.

Scope and Content of Collection
The materials of Rose Mary Woods, President Nixon's personal secretary and executive assistant, date from 1969 through August 1974. Immediately prior to President Nixon's resignation on August 9, 1974, Woods' working files, along with those of the President, were transferred to La Casa Pacifica (the Western White House) in San Clemente, California. Before her remaining files could be transferred to California, they were impounded in a court fight over the former President's papers and tapes. Unable to gain access to and custody of personal items, she filed suit on August 7, 1975, as a plaintiff/intervener in the two Nixon cases. In accordance with orders of the U.S. District Court for the District of Columbia, issued on April 22 and July 14, 1976, approximately 22 cubic feet of personal and nonhistorical materials were returned to her in April, and approximately 8 cubic feet in July. The series is comprised of the Correspondence subseries; the Legal Correspondence and Printed Material subseries; the Trip Files subseries; the News Clippings and Printed Materials subseries; and the Photographs subseries. The Correspondence subseries predominately contains letters concerning gifts, autograph requests, expressions of sympathy, requests for donations and patronage, recommendations, and instructions. Also contained in this subseries are supportive letters regarding the 18 and 1/2 minute gap. The Legal Correspondence and Printed Materials subseries contains notes (many in shorthand script) from telephone conversations with her lawyers; court transcripts; reports; legal briefs; subpoenas; Senate Watergate Committee transcripts; and lists of campaign contributors. The Trip Files subseries contains trip schedules, background information, maps, tourist information, and official mementos from Presidential trips to Thailand, India, Pakistan, Austria, the Soviet Union, China, and Belgium. The News Clippings and Printed Materials subseries contains newspaper clippings, magazine issues, magazine articles, White House News Summaries, pamphlets, and letters, expressing support or disapproval of President Richard Nixon. The Photographs subseries contains official White House photographs of Rose Mary Woods, Marje Acker, and the First Family. Some are candid portraits and a few are of official events, such as the State of the Union Address and the Inauguration. The Correspondence file consists primarily of perfunctory letters to and from admirers of Rose Mary Woods. The contents of these letters are for the most part adulatory and contain little substance. Many merely accompany newspaper articles which feature Woods. One segment of the series had been retired to the White House Central Files unit for general storage. The remainder of the file...
group consists primarily of Miss Woods' notes, which include her observations on the legal and internal White House Watergate problems pertaining to the 18 1/2 minute tape gap, transcripts of telephone conversations, legal briefs, reports, and annotated newscittings. Much of the material in the Legal Correspondence and Printed Material Series consists of shorthand notes, which are closed pending review. Most of the materials in the News Clippings and Printed Material Series are photocopies of newspaper or magazine articles, many of which contain annotations made by people who mailed items to Woods or by White House staff members. Many of the newspaper articles are incomplete. For the unannotated magazines and newspapers, only the covers of mastheads were copied. The Trip Files consist primarily of background papers and information provided to staff members who accompanied the President on his official trips in 1969 and 1972. This information ranges from protocol procedures and clothing recommendations to floor plans, room assignments, and facilities available on the trip. Other items in these files include maps and tourist information on local customs and traditions, economies, and political structures of the countries visited. Photographs, tapes, and film have been transferred to the Audiovisual Collection (PA 78-6-264). Each audiovisual item has been replaced with a withdrawal sheet and, in the case of the photographs, an accompanying electrostatic copy.