

MEMO# 31523

December 18, 2018

Registration Open - Bank, Trust and Retirement Advisory Committee Meeting- February 6-7, 2019

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The next Bank, Trust and Retirement Advisory Committee (BTRAC) meeting will take place on Wednesday, February 6 through Thursday, February 7, 2019. The meetings will be hosted by Franklin Templeton Investments located at 100 Fountain Parkway, St. Petersburg, FL 33716 in conference rooms 140/1A and 140/1B.

There will be a pre-meeting on the morning of Wednesday, February 6th from 9:00 a.m. - 11:30 a.m. with breakfast available. Rather than a working group session the pre-meeting will be a breakout session to identify operational challenges for stakeholders, all committee members are welcome. The session will identify and prioritize those challenges with a goal of guiding the work of the committee.

On Wednesday, February 6th, the official committee meeting will begin with lunch being served at noon with the meeting beginning at 1:00 p.m. and will conclude at 5:00 p.m. On Thursday, February 7th, the meeting will begin at 9:00 a.m., breakfast will be available at 8:30 a.m. Lunch will be provided, and the meeting is expected to continue until approximately 2:00 p.m. The meeting attire is business casual.

Please note that due to enhanced building security procedures, please plan to arrive at least 15 minutes prior to the start of the meeting to avoid delay in accessing Franklin Templeton offices.

Hotel Accommodations - Deadline January 15, 2019

A block of rooms has been reserved at the Hilton St. Petersburg Carillon Park for the evenings of February 5 & 6, 2019, at a rate of \$199.00 plus tax per night. The Hilton St. Petersburg Carillon Park is approximately 1.0 mile from the Franklin Templeton offices. To make hotel reservations, please call the hotel at 727-540-0050 and identify yourself as a member of the ICI BTRAC Meeting. To make a reservation online, please use [this link](#).

Please make your hotel reservations as soon as possible as rooms are limited. All reservations must be guaranteed by January 15, 2019 to receive the room

block rate. Reservations must be cancelled 72 hours prior to the day of arrival to avoid penalty.

Committee Dinner

The Committee dinner will be held on the evening of Wednesday, February 6, 2019 at Café Ponte, 13505 Icot Blvd Ste 214, Clearwater, FL 33760. The reception will begin at 6:30 p.m. and dinner will follow at 7:15 p.m. Committee members (or their substitutes) electing to attend the committee dinner will pay a standard amount of \$115.00 via credit card as part of the meeting registration process.

Please note that if you confirm attendance for the BTRAC dinner and cancel within 3 business days of the scheduled event, you will be charged the \$115.00. Attire for the dinner is business casual.

Online Registration

To register for the Bank, Trust and Retirement Advisory Committee meeting and dinner, please visit our registration site at www.ici.org/reg/btrac. **Please note that the only way to register for the BTRAC meeting and dinner is through the Cvent link above.** If you have questions about registration, please contact Magen Dargon at 202-326-5943 or magen.dargon@ici.org.

Shop Talk

Committee members or their substitutes are encouraged to submit shop talk items either through the online registration process or to John Randall at john.randall@ici.org, 202-326-5930 no later than January 23, 2019. We find that our discussion is most effective when meeting attendees have enough time to review and prepare response to shop talk questions prior to the meeting.

We look forward to seeing you in St. Petersburg, FL!

Teresa Sloan-Yancik
Chair – Bank, Trust and Retirement Advisory Committee
Vanguard Funds

John Randall
Director, Operations and Distribution