

MEMO# 22811

August 18, 2008

Operations Committee Meeting Notice - October 15-16, 2008

[22811]

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TO: OPERATIONS COMMITTEE No. 15-08 RE: OPERATIONS COMMITTEE MEETING NOTICE -
OCTOBER 15-16, 2008

The next Operations Committee meeting will take place on October 15th and 16th at the conclusion of the 2008 ICI Operations and Technology Conference at the Hyatt Regency Huntington Beach, located at 21500 Pacific Coast Highway in Huntington Beach, California. The first day (October 15th) will be a joint meeting of the Operations Committee and the Transfer Agent Advisory Committee. It will start at 11:30 a.m. with a buffet lunch and conclude at 4:30 p.m. Pacific Time (PT). The second day (October 16th) will be solely for the Operations Committee. It will start at 8:30 a.m. and run until 11:00 a.m. PT. Breakfast will be available at 8:00 a.m. Attire for the meetings is business casual.

Committee Dinner

A joint Operations Committee/TAAC dinner will be held on Wednesday, October 15th at 6:30 p.m. at Savannah at the Beach, 315 Pacific Coast Hwy, Huntington Beach, CA, 92648. The phone number for the restaurant is 714-374-7273. There will be a cost of \$85.00 for the dinner, which you will pay when you register online for the dinner. Kindly note that if you confirm attendance for the joint dinner and cancel within 72 hours of the scheduled event, we will not be able to refund your payment. Attire for the dinner is casual.

2008 Operations & Technology Conference

The 2008 ICI Operations and Technology Conference takes place October 12-15 in

Huntington Beach, California. We strongly encourage committee members to register for this conference, which will address many timely and important operations, technology and transfer agent issues. To see the conference program, go to <http://members.ici.org/conferences/program.do?id=OPS08>.

Conference, Meeting & Dinner Registration

To register for the Conference, the Committee meetings and the dinner go to <https://guest.cvent.com/EVENTS/Register/IdentityConfirmation.aspx?e=3e2f6286-fc1a-4a68-a6c1-da18efdd4760>. If you have questions about registration, please contact Agnes Thomas at 202/326-5846 or agnes@ici.org.

Hotel Accommodations -Reservation Deadline September 5, 2008

A block of rooms has been reserved for conference and meeting attendees at the Hyatt Regency Huntington Beach at a rate of \$249.00 (single or double) per night. To make reservations, you must first register for the Committee meeting and/or Conference. Hotel reservations should be made online using the registration link provided above. To receive the group rate, please make your reservations by September 5th. Reservations must be cancelled at least 72 hours in advance of arrival to avoid penalty.

Agenda Items

We need to get your input on agenda items for the meeting. Please email your suggestions to Don Boteler (boteler@ici.org) or Doug Anderson (dlanderson@delinvest.com). Our experience indicates that if topics are circulated in advance, the value of the discussion is considerably enhanced. A preliminary agenda will be circulated to the committee approximately two weeks before the meeting.

We look forward to seeing you in Huntington Beach!

Douglas L. Anderson
Senior Vice President
Delaware Investments
Chair – ICI Operations Committee Donald J. Boteler
Vice President – Operations