

**MEMO# 32168**

January 22, 2020

## **Registration Opens for Internal Audit Committee Meeting on April 28 in Charlotte and Dinner on April 27; RSVP by March 6**

[32168]

January 22, 2020 TO: Internal Audit Committee RE: Registration Opens for Internal Audit Committee Meeting on April 28 in Charlotte and Dinner on April 27; RSVP by March 6

The spring meeting of ICI's Internal Audit Committee will be held on Tuesday, April 28 from 9:00 a.m. to 3:00 p.m. Many thanks to Tamara Fowls of Barings who has agreed to host the committee at Barings' Charlotte office. We are in the process of scheduling the committee's dinner on Monday, April 27, with cocktails at 6:30 p.m. More details regarding the dinner will be provided to attendees once we finalize the details. **For the reasons discussed below, please register for the meeting no later than Friday, March 6.**<sup>[1]</sup> **While the meeting is free, there is a charge of \$115 for the committee dinner, which must be paid at the time of registration.** You may register through this link: [www.ici.org/reg/iac](http://www.ici.org/reg/iac).

### **Registration Required by March 6**

During the Committee's last meeting on November 22, 2019, we decided that, in lieu of including on the meeting agenda every issue a member raises for discussion, we would instead: (1) solicit all such issues and (2) share the list with the members and conduct a survey of the members who RSVP for the meeting to determine which issues to include on the agenda. To accommodate this new format, I need members to register for the meeting by March 6 and, when registering, provide the issues they would like to have discussed at the meeting. Within a week or so of March 6, I will deploy a survey that consists of a list of the issues members submitted for discussion and asks members to vote on which issues they would prefer to see discussed at the meeting. The results of this survey will be used to draft the meeting agenda. It is hoped that this new format will provide us a more manageable list of issues to discuss and ensure that the discussion focuses on those issues of greatest interest to members.

### **Member-Led Discussion**

At the committee's November meeting, we also decided not to schedule any guest

speakers for the spring meeting. Instead, in addition to a discussion of members' issues and members' challenges/successes, the meeting agenda will include a member-led discussion on how members that operate in multiple countries deal with having disparate board reports without making it look like they are trying to hide information from one or more of their boards. This discussion will be led by committee members Jim Gribbin (Neuberger Berman), Sarah Saunders (Jackson National), and the committee's chair, Jeffrey Coaxum (BBH). If members have additional suggestions for the meeting, please do not hesitate to share them with me ([tamara@ici.org](mailto:tamara@ici.org); 202-326-5825) or Jeffrey Coaxum ([jeffrey.coaxum@bbh.com](mailto:jeffrey.coaxum@bbh.com); 617-772-1887).

\* \* \* \*

I hope you'll make plans to join us in Charlotte this spring! Once you register for the meeting, be on the lookout for the survey and be sure to vote for the issues you are most interested in having discussed at the meeting! If I can be of any assistance to you, please let me know.

Tamara K. Salmon  
Associate General Counsel

#### **endnotes**

[1] While you may register for the meeting/dinner until Friday, April 10, after March 6 you will not be able to submit issues for discussion at the meeting.

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