

MEMO# 1110

April 14, 1989

COMMITTEE MEETING - MAY 24, 1989

April 14, 1989 TO: SMALL FUNDS MEMBERS NO. 2-89 RE: COMMITTEE MEETING - MAY 24, 1989 _____ This is to inform you that a Small Funds* Committee Meeting has been scheduled for Wednesday, May 24, 1989 from 9:30 a.m. until 12:30 p.m. in Independence Rooms H & I on level 5B at the Grand Hyatt Washington Hotel, 1000 H Street, N.W., Washington, D.C. 20001. Lunch will be served. Although I will not be able to join you, the meeting room will be available in the afternoon for those of you who wish to continue with a general roundtable discussion. The meeting precedes the start of the Institute's General Membership Meeting. Following the Small Funds meeting, Registration for the GMM and the Exhibit Hall will be open. Later that evening, the Institute's Welcoming Reception will be held. For your information, enclosed is preliminary information about the General Membership Meeting including a meeting registration form and hotel registration card. (Please note that in order to reserve a hotel room, you should send the reservation card to the Grand Hyatt by May 2, 1989. If you need additional brochures/registration forms, please contact Mr. Thomas S. Simmons at 202/293-7700.) Following our usual practice, I am requesting that each of you provide a list of items on the enclosed form which are important to you and relevant to the committee, to assist us in preparing the agenda for this meeting. As many of you know, the small funds group is an effective forum for the exchange of practical and useful information and I would like each of you to participate actively in the meeting, especially in regard to those items of interest to you. Attached is a form to register for the Small Funds meeting which also provides space for your suggested discussion topics. Please complete the form and return it to Donald E. O'Connor at the Investment Company Institute as soon as possible but no later than May 2, 1989. An agenda will be sent out prior to the meeting based on the suggestions we receive from you. John Cannon Chairman Small Funds Committee Attachment Enclosures _____ *Member fund groups with total assets less than \$250 million (excluding money market funds).