

**MEMO# 9996**

June 8, 1998

## NOTICE OF MEETING - JULY 14

[9996] June 8, 1998 TO: INTERNAL AUDIT COMMITTEE No. 4-98 RE: NOTICE OF MEETING - JULY 14 \_\_\_\_\_ A meeting of the Internal Audit Committee has been scheduled for Tuesday, July 14, 1998, at the offices of the Investment Company Institute, 1401 H Street, N.W., Washington, D.C. The meeting will be held from 10:00 a.m. to 3:00 p.m. in the David Silver Conference Room on the 12th floor. Lunch will be served during the meeting. At the meeting, we plan to discuss issues related to the Year 2000 Problem and the European Monetary Union (i.e., the conversion to a single, uniform currency - the "Euro"). A draft agenda will be sent to committee members prior to the meeting. If there are additional items related to these or other topics you would like to discuss at the meeting, please complete the Suggested Agenda Items section of the attached Attendance Response Form and return to Bill Selepack either by return mail at the address indicated or by fax (202/326-5839) by July 1, 1998. We look forward to seeing you on the 14th. Barry E. Simmons Assistant Counsel Attachment Investment Company Institute Internal Audit Committee Tuesday, July 14, 1998 10:00 a.m. - 3:00 p.m.

Attendance Response Form (Please type or print) NAME: \_\_\_\_\_

FIRM: \_\_\_\_\_

\_\_\_\_\_ Please indicate  
below whether you will be attending: YES \_\_\_\_\_ NO \_\_\_\_\_ SUGGESTED AGENDA ITEMS

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ Please  
send this completed form (even if you do not plan to attend the meeting) no later than July 1, 1998, either by fax (202/326-5839) or return mail to: Bill Selepack Investment Company Institute 1401 H Street, N.W. - 12th Floor Washington, D.C. 20005-2148 (202/326-5820)