

MEMO# 18368

December 22, 2004

2005 SEC RULES COMMITTEE MEETING SCHEDULE

[18368] December 22, 2004 TO: SEC RULES COMMITTEE No. 99-04 RE: 2005 SEC RULES COMMITTEE MEETING SCHEDULE Set forth below are the dates for meetings of the SEC Rules Committee in 2005: Tuesday, February 15, 2005 Wednesday, June 15, 2005 Thursday, October 20, 2005 The meetings will be held at the Institute's offices in Washington, D.C. Members will continue to have the option of participating from a designated site on the West Coast. We will circulate a formal meeting notice approximately 5-6 weeks before each meeting. The location of the West Coast site will be included in the individual meeting notices. Please note that, based on feedback from Committee members, we will be changing the time of the meetings to 12:00 p.m. Eastern time/9:00 a.m. Pacific time. This change represents a compromise that we hope will satisfy the preference of many East Coast members for an earlier meeting without unduly inconveniencing West Coast members. (West Coast members in attendance at the October 28th Committee meeting indicated that a 9:00 a.m. start time would be workable for them.) Frances M. Stadler Deputy Senior Counsel

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