

MEMO# 10225

August 25, 1998

OCTOBER BOARD MEETING

[10225] August 25, 1998 TO: BOARD OF GOVERNORS No. 55-98 RE: October Board Meeting

The first meeting of the Board of Governors for Fiscal Year 1999 is scheduled for Friday, October 9, 1998 at 9:30 am in the David Silver Conference Room at the Institute (1401 H Street, NW, Washington, 12th Floor). The meeting is expected to end at approximately 2:00 pm. To assist you with scheduling, a preliminary schedule of events is enclosed. Please make a special note of the Chairman's Council reception, the Board reception and dinner on October 8th, and the Chairman's Council breakfast event on October 9. For your convenience we are holding a block of rooms at: The Carlton 923 16th and K Streets, N.W. Washington, DC 20006 Telephone: (202) 638-2626 Fax: (202) 347-6961 Standard rooms are available for \$215.00 per night. To ensure that you receive the preferred room rate, please make your reservations before September 17th and mention that you are attending an ICI meeting. Please note that typically there is a heavy demand for hotel rooms in Washington during this period. Therefore, please secure room reservations prior to the cut-off date. Also enclosed is an advance notice, including travel information, regarding the January 1999 Board of Governors meeting. Please return the completed response form via fax to indicate whether or not you will be attending the October events. I look forward to seeing you in October. Matthew P. Fink President

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