

MEMO# 11438

November 30, 1999

WINTER 2000 BOARD OF GOVERNORS MEETINGS

[11438] November 30, 1999 TO: BOARD OF GOVERNORS No. 73-99 STANDING COMMITTEE CHAIRS RE: WINTER 2000 BOARD OF GOVERNORS MEETINGS

The Institute's Board of Governors Winter meetings will be held January 30 February 1, 2000 at the Boulders Resort, in Carefree (Scottsdale), Arizona. Based on the recommendations of a Planning Committee of Governors, on Monday there will be small discussion groups followed by plenary sessions focusing on issues of importance to the industry. On Tuesday we will have a panel discussion of the challenges facing the mutual fund industry followed by a question and answer session with noted financial analysts and industry observers. The formal business meeting, which will include a presentation and discussion of data privacy policy developments, will be divided between both days. A preliminary schedule of events including discussion topics suggested by the Planning Committee, is attached. Please review these topics and call Larry Maffia with any comments you have regarding these topics or suggestions for substitute topics. On Sunday afternoon the Chairman's Council and Executive Committee meetings will be followed by the New Governor Orientation session. Governors in their first term on the Board and Executive Committee members are invited to attend the Orientation. We hope that all new Governors will be able to attend. Other Governors interested in attending the Orientation session should contact Larry Maffia. Historically the Winter meeting has provided an opportunity for Governors to engage in extended discussions of topics which are important to the long term future of the industry and to build relationships with one another. As the industry has grown and faced difficult issues, these relationships have greatly assisted the Institute in addressing industry-wide issues, which at times require members to set aside individual firm perspectives to reach common solutions. This emphasis is even more important due to the increased size, prominence and diversity of the industry. While we recognize that the time commitment to attend the Winter meeting is substantial, we encourage you to attend. The interaction among the Governors which occurs at the Winter meeting has been a significant contributor to the long-term success of the Institute. Also enclosed is information regarding hotel accommodations and hotel reservation and meeting registration forms. If you have not already done so, please fax the hotel reservation form directly to the Boulders at 480-488-7343. Reservations must be received by December 15, 1999. Please also return the meeting registration form by fax to Ms. Reece Thompson at the ICI (202-326-5986). The 2000 meetings have been shortened by one day in order to accommodate travel schedules. The Institute will plan a dinner on Tuesday evening for those Governors who plan to stay longer. Please indicate on the attached form if your schedule will accommodate dinner on Tuesday evening February 1. We look forward to seeing you in January. Matthew P. Fink

President

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