

**MEMO# 11942**

June 13, 2000

## **PARTICIPATION IN INSTITUTE'S 2000 DIRECTORS CONFERENCES**

[11942] June 13, 2000 TO: DIRECTOR SERVICES COMMITTEE No. 10-00 RE: PARTICIPATION  
IN INSTITUTE'S 2000 DIRECTORS CONFERENCES

\_\_\_\_\_. Attached for  
your review is a confidential draft of the preliminary program for the Institute's Annual  
Directors Conference. The Conference will be held on November 1-3 in Washington, D.C.  
and again on November 13-15 in Santa Monica, CA. We tried to incorporate into the  
program as many of the topics suggested at the April Committee meeting as possible. As  
we discussed at that meeting, we would like to include more fund directors on each panel.  
That will require active participation by the members of this Committee, as well as a  
substantial recruiting effort. Please take this opportunity to review the draft program and  
determine if you would be able to participate as a speaker on a general session or  
concurrent session panel. Please indicate your availability on the attached form and return  
it to me by mail or facsimile by Friday, July 7th. That will allow me time to solicit additional  
speakers and finalize the program for release in late August. Ideally, we would like to have  
the same speakers in Washington and California, although that is not absolutely necessary.  
As always, I appreciate your generous contributions of time and energy to the Institute and  
to Institute programs to benefit investment company directors. I look forward to hearing  
from you soon. If you have any questions, please call me at 202/326-5813. Marguerite C.  
Bateman Associate Counsel Attachments