

MEMO# 9498

December 16, 1997

JANUARY 28, 1998 MEETING NOTICE

[9498] December 16, 1997 TO: INTERNAL AUDIT COMMITTEE No. 1-97 RE: JANUARY 28, 1998 MEETING NOTICE

_____ At a meeting held at the Institute on September 16, 1997, members expressed an interest in establishing and participating in an ongoing Institute internal audit committee. As a result of that meeting, the Institute will be holding a meeting of the Internal Audit Committee on Wednesday, January 28, 1998 at 10:00 a.m. in the David Silver Conference Room on the 12th Floor at the Institute. Lunch will be served following the meeting. Among the topics we plan to discuss at the meeting are the Year 2000 Problem, European Monetary Union (i.e., the conversion to a single, uniform currency - the "Euro"), and the structure and scope of the internal audit function for different mutual fund complexes. If there are additional items you would like to see on this or on a future meeting agenda, please complete the Suggested Agenda Items section of the attached Meeting Response Form (whether or not you plan to attend) and return it to Karen Watkins either by return mail at the address below or by fax (202/326-5827) by January 12, 1998. We look forward to seeing you in January. Barry E. Simmons Assistant Counsel Attachment Investment Company Institute Internal Audit Committee Wednesday, January 28, 1998 10:00 a.m. - 12:00 p.m.

_____ Meeting
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 January 12, 1998, either by fax (202/326-5827) or return mail to: Karen Watkins Investment Company Institute 1401 H Street, N.W. - 12th Floor Washington, D.C. 20005-2148 (202/326-5820)