

MEMO# 8830

April 24, 1997

SMALL FUNDS MEETING, MAY 14, 1997 - SECOND NOTICE

April 24, 1997 TO: SMALL FUNDS COMMITTEE No. 7-97 SMALL FUNDS MEMBERS No. 5-97
RE: SMALL FUNDS MEETING, MAY 14, 1997 - SECOND NOTICE

_____ This is to remind you that a Small Funds (1) Meeting has been scheduled for Wednesday, May 14, 1997, from 9:30 a.m. until approximately 3:00 p.m. at the Washington Hilton Hotel at 1919 Connecticut Avenue, NW in Washington, DC. Lunch will be served. The Small Funds Meeting precedes the start of the Institute's General Membership Meeting. Following the Small Funds Meeting, Registration for the GMM and Exhibit Hall will be open. Later that evening, the Institute's Welcoming Reception will be held. For your information, enclosed is a Program about the General Membership Meeting, including a GMM registration form. If you need additional brochures/registration forms, please contact Ms. Marti Yocum at 202/326-5969. Following the usual practice, we are requesting that each of you provide a list of items on the attached form which are important to you and relevant to the committee, to assist us in preparing the agenda for the meeting. As many of you know, the Small Funds Group is an effective forum for the exchange of practical and useful information and we would like each of you to participate actively in the meeting, especially in regard to those items of interest to you. Attached is a form to register for the Small Funds Meeting which also provides space for your suggested discussion topics. Please complete the form and return it to Jennifer Clark at Investment Company Institute as soon as possible. A preliminary agenda is enclosed for your review. We look forward to seeing you in May. Lynne M. Cannon Charles A. Eby Chairman - Small Funds Committee Vice President - ICI _____ (1) Member fund groups with total assets less than \$750 million (excluding money market funds). INVESTMENT COMPANY INSTITUTE SMALL FUNDS MEETING Washington, DC May 14, 1997 Preliminary Agenda I. Anti-Trust Compliance Update II. Washington Scene III. ICI Staff Updates A. Regulatory Issues B. Tax Issues C. Operations Issues D. New ICI Web Site --Lunch Break-- I. Member Discussion A. Mergers & Acquisitions B. Marketing Issues C. Use of Technology D. Shareholder Communications E. Other Topics SMALL FUNDS MEETING Wednesday, May 14, 1997 Washington Hilton Hotel 1919 Connecticut Avenue, NW Washington, DC 20009 I will attend the Small Funds Committee Meeting on May 14, 1997, in Washington, DC: (please type or print) NAME: _____ FIRM: _____

_____ ADDRESS: _____

_____ TELEPHONE: _____ FAX: _____

_____ AGENDA ITEMS SHEET SUGGESTIONS OF TOPICS I WOULD LIKE TO SEE DISCUSSED AT THE MEETING:

Please

return this completed form to Jennifer Clark as soon as possible, either by fax (202/326-5959) or return mail to: Jennifer Clark Investment Company Institute 1401 H Street, NW, 11th Floor Washington, DC 20005

Copyright © by the Investment Company Institute. All rights reserved. Information may be abridged and therefore incomplete. Communications from the Institute do not constitute, and should not be considered a substitute for, legal advice.