

MEMO# 4993

August 10, 1993

NOTICE OF MEETING - OCTOBER 26, 1993

August 10, 1993 TO: OPERATIONS COMMITTEE NO. 25-93 RE: NOTICE OF MEETING - OCTOBER 26, 1993 _____

There will be a meeting of the Operations Committee on Tuesday, October 26, 1993 at the Hyatt Regency San Antonio Hotel located in San Antonio, Texas. The Operations Committee meeting will precede the start of the 1993 Operations Conference which will be held at the San Antonio Convention Center from October 26 to 29. The Operations Committee meeting will begin with continental breakfast at 9:00 a.m. and will conclude by 12:00 p.m. For your information, enclosed is the Preliminary Program for the 1993 Operations Conference and a flier with car rental and airline information. Conference attendees will be staying in the Hyatt Regency San Antonio and the Hilton Palacio del Rio hotels which are both within a block of the San Antonio Convention Center. Please make your own hotel reservations by calling the Hyatt Regency San Antonio at 210/222-1234 or the Hilton Palacio del Rio at 210/222- 1400. The hotels require a one-night deposit in the form of a check or credit card and reservations must be made by October 6, 1993. We suggest, however, that you make your reservations early as the hotel will fill up quickly for the conference. Please complete the attached Meeting Response Form and return it to Agnes Thomas by fax (202/293-1058) or by return mail to: Agnes Thomas Investment Company Institute 1600 M Street, N.W. - 6th Floor Washington, D.C. 20036 An Operations Committee meeting agenda book will be sent shortly before the meeting date. Sam Freedman Donald J. Boteler Chairman Assistant Vice President - Operations Committee Operations Attachment Enclosures

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