

**MEMO# 9660**

February 10, 1998

## **NOTICE OF MEETING ON EUROPEAN CURRENCY CONVERSION**

[9660] February 10, 1998 TO: ACCOUNTING/TREASURERS COMMITTEE No. 6-98  
OPERATIONS COMMITTEE No. 7-98 RE: NOTICE OF MEETING ON EUROPEAN CURRENCY  
CONVERSION

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The Institute has scheduled a special meeting to discuss the accounting and operational implications of the European currency conversion on investment companies on Thursday, February 26, 1998. The meeting, which will take place subsequent to the regularly scheduled Accounting/Treasurers Committee meeting, will begin at 1:30 p.m., and should conclude no later than 5:00 p.m. The meeting will take place in the David Silver Conference Room which is located on the twelfth floor. The ICI is located at 1401 H Street, NW, in Washington D.C. The Institute has invited representatives from various industry groups, including the custody and auditing communities, to help us address the topics listed below. The format will also provide an opportunity for questions and answers. Corporate Actions Cash Movement & Securities Settlement Accounting Issues Data Management & Pricing Trading & Brokers Auditing & Tax Issues Due to space constraints, attendance may need to be limited to one person per ICI member firm. Please complete and return the attached meeting response form and fax it to Agnes Thomas ASAP at 202/326-8314. Registration for the meeting will be accepted on a first come first served basis. Depending upon member demand, the Institute may hold additional meetings on the Euro or, if the need is indicated, will develop a full day conference. Also, for your information, the Information Industry Association (IIA) is conducting a Euro conversion conference in New York on March 18th, which will focus on systems change requirements, systems testing, and data communications issues. The IIA is extending IIA member rates for this conference to ICI members. Information on this event, including a preliminary agenda and a registration form is attached. Donald J. Boteler Vice President Operations & Training Attachment EUROPEAN CURRENCY CONVERSION Thursday, February 26, 1998 Investment Company Institute 1401 H Street, NW Washington, DC 20005 Meeting Response Form NAME: FIRM: Agenda Discussion Items 1. 2. Due to space constraints, attendance may need to be limited to one person per ICI member firm. Registration for the meeting will be accepted on a first come first served basis. Please send this completed form no later than February 20 by facsimile to Agnes Thomas at (202/326-8314)