

**MEMO# 9140**

August 26, 1997

## OCTOBER BOARD MEETING

[9140] August 26, 1997 TO: BOARD OF GOVERNORS No. 51-97 RE: October Board Meeting

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The first meeting of the Board of Governors for Fiscal Year 1998 is scheduled for Thursday, October 9, 1997 at 9:30 am in the David Silver Conference Room at the Institute (1401 H Street, NW, Washington, 12th Floor). To assist you with scheduling, a preliminary schedule of events is enclosed. Please make a special note of the reception and dinner on October 8th and the breakfast with Chairman Levitt on October 9th. At the meeting, changes to the Institute By-Laws regarding certain minor administrative matters will be proposed. For your convenience we are holding a block of rooms at the: Willard Inter-Continental 1401 Pennsylvania Avenue, NW Washington, DC 20004 Telephone: (202) 628-9100 Fax: (202) 637-7326 Standard rooms are available for \$220.00 per night. Please make your reservations before September 9th and mention that you are attending an ICI meeting. Please note that typically there is a heavy demand for hotel rooms in Washington during this period. Therefore, please secure room reservations prior to the cut-off date. More detailed information will be provided as the date draws closer. Please use the attached response form to indicate whether or not you will be attending the October events. Also, enclosed is an advance notice, including travel information, regarding the January 1998 Board of Governors meeting. I look forward to seeing you in October. Matthew P. Fink  
President

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