

**MEMO# 3179**

October 10, 1991

## **JANUARY, 1992 BOARD OF GOVERNORS MEETING**

October 10, 1991 TO: BOARD OF GOVERNORS NO. 78-91 RE: JANUARY, 1992 BOARD OF GOVERNORS MEETING \_\_\_\_\_ The Institute's Board of Governors Winter meeting will be held January 28-30, 1992 at the Four Seasons Resort Nevis, West Indies. The program will begin with a reception and a dinner on Tuesday evening, January 28. The Board will meet on Wednesday and Thursday mornings. A more detailed schedule of events will be sent several weeks prior to the meeting. Since the Four Seasons Nevis is a very popular resort, we are asking you to complete your room requests early. Please keep in mind that it is considerably easier to cancel extra nights but difficult to add them at a later date. Nevis is a very small island located in the West Indies near its sister island, St. Kitts. It is best reached by arranging air travel through San Juan to St. Kitts and then taking a 35 minute trip by boat to Nevis. The enclosed flyer provides information on making your airline reservations to St. Kitts via American Airlines. BWIA airline flies from New York or Miami to St. Kitts with a quick stop in Antigua. Those attending the Joint Winter Meetings in Orlando the week preceding the Board meeting may want to arrange a round trip to Orlando via Delta Airlines (special discount ID: T-12268) and then round trip Orlando/San Juan/St. Kitts on American Airlines (special discount: Star File S3012GV). Upon arrival in St. Kitts, you will be met at the airport by representatives from the Four Seasons Nevis resort who will arrange ground transportation for you to the Four Seasons registration desk on St. Kitts. We are requesting that you provide us with your arrival flight number and time so that we can arrange for you to be met at the St. Kitts airport. You will receive your hotel accommodations and room keys at this time. After registering, you will board a boat for the short trip over to the Four Seasons resort. The cost is \$9 per person each way, which will be added to your hotel room charges. Please complete the enclosed registration form so that we can make your room reservations and also arrange for your ground transportation. Four Seasons will not take a reservation over the phone. The Institute's corporate rate will be available to you for the length of your stay. All rooms are deluxe ocean view. You will receive a confirmation of your reservation directly from the Four Seasons Nevis. We look forward to meeting with you and the other Governors in January. Matthew P. Fink President Enclosures R E S E R V A T I O N F O R M INVESTMENT COMPANY INSTITUTE BOARD OF GOVERNORS MEETING FOUR SEASONS RESORT NEVIS, WEST INDIES JANUARY 28-30, 1992 NAME \_\_\_\_\_

NAME OF SPOUSE/GUEST \_\_\_\_\_ OTHER GUESTS \_\_\_\_\_

\_\_\_\_\_  
COMPANY \_\_\_\_\_ ADDRESS \_\_\_\_\_  
PHONE \_\_\_\_\_ ALL \_\_\_\_\_

ACCOMMODATIONS ARE DELUXE OCEAN VIEW \$ 330 RESERVATIONS WILL BE MADE ON THE EUROPEAN PLAN UNLESS YOU INDICATE THAT YOU WANT THE MODIFIED AMERICAN PLAN (MAP) AT \$60 PER PERSON. MAP: [ ] YES [ ] NO DATE OF ARRIVAL \_\_\_\_\_

\_\_\_\_\_  
AIRLINE/FLIGHT # Arrival Time \_\_\_\_\_ DATE OF DEPARTURE \_\_\_\_\_  
Departure Time \_\_\_\_\_  
(REMEMBER A PASSPORT, OR DRIVERS LICENSE AND BIRTH CERTIFICATE WITH RAISED  
SEAL - PASSPORT IS BEST) PLEASE RETURN THIS COMPLETED RESERVATION FORM AS  
SOON AS POSSIBLE. IF YOU HAVE ANY QUESTIONS, CALL MS. GLYNN DIRECT AT  
202-955-3555. Clare M. Glynn, Conference Director Investment Company Institute 1600 M  
Street, NW Washington, DC 20036

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