

MEMO# 4401

January 7, 1993

SCHEDULE OF ACTIVITIES FOR THE JANUARY 25-27, 1993 MEETINGS

January 7, 1993 TO: BOARD OF GOVERNORS NO. 2-93 RE: SCHEDULE OF ACTIVITIES FOR
THE JANUARY 25-27, 1993 MEETINGS

_____ Schedule of Events Attached is a schedule for the meetings of the Board of Governors at The Boulders in Carefree, AZ on January 25-27, 1993. Board materials will be sent to you on January 19. If you do not wish to have them sent to your office address, please advise Ms. Kathleen Volpe at the Institute (202) 955-8418 by January 18. Second Day Discussion As usual, the second day of the Board meeting will be devoted to a discussion of topics of current importance to the industry and the Institute. The morning will be divided into two sessions. 1. To begin the first session, we have invited three speakers to participate in a panel discussion on the subject: The First 100 days: The Clinton Administration and the New Congress. The panelists are: Norman Ornstein, Resident Scholar, American Enterprise Institute for Public Policy Research Hal Bruno, Political Director, ABC Edward Rollins, Political Strategist and former Assistant to Presidents Reagan, Ford and Nixon Biographies of the panelists are attached for your information. 2. For the second half of the morning, we have asked Robert B. Irvine, President of the Institute for Crisis Management, to lead an exercise entitled: Minimizing Your Vulnerability Through Pragmatic Crisis Communications. With public confidence in our industry's products and services being the linchpin to our success, Mr. Irvine will help us prepare to maintain or rebuild that confidence if it becomes threatened by a crisis. Information on Mr. Irvine and the Institute he directs is attached. Recreational Activities We are planning our third annual golf and tennis tournaments for Monday afternoon, January 25. A tour to the Fleischer Museum for spouses/guests is scheduled for Tuesday morning, January 26. Please see the attached memorandum from Clare Glynn, the Institute's Director of Conferences, for details and a form to register your participation in these activities. Social Activities All attendees and their spouses/guests are invited to an opening reception on the Sonoran Patio and dinner in the Ballroom at The Boulders beginning at 7 pm on Monday, January 25. Gentlemen are requested to wear jackets on Monday evening. On Tuesday evening, the reception and dinner is a short walk to Ianuzzi Ristorante in El Pedregal. Gentlemen are also requested to wear jackets Tuesday evening. Please see the attached memo with other details about The Boulders and the surrounding area. Ronald P. Lynch Chairman Attachments