

**MEMO# 11712**

March 9, 2000

## **JUNE 14, 2000 TASK FORCE MEETING AND JUNE 15, 2000 COMMITTEE MEETING**

[11712] March 9, 2000 TO: BANK AND TRUST ADVISORY COMMITTEE No. 5-00 BTAC  
ENHANCEMENTS TASK FORCE RE: JUNE 14, 2000 TASK FORCE MEETING AND JUNE 15, 2000  
COMMITTEE MEETING

The next meeting of the Bank and Trust Advisory Committee will be held on Thursday, June 15, 2000 at the offices of the Investment Company Institute. The ICI is located at 1401 H Street, NW, in Washington, DC. The meeting will take place in the David Silver conference room which is located on the 12th floor. The meeting is scheduled to begin at 10:00 a.m. and will conclude at 2:00 p.m. Lunch will be served. Also, there will be a meeting of the BTAC Enhancements Task Force on Wednesday, June 14th, also at the ICI. This meeting will take place in the 11th floor conference room. Lunch will be served at 12:00, the meeting will start at 1:00 and is expected to run until 5:00 p.m. We have reserved a block of hotel rooms for the evening of June 14th at the J.W. Marriott Hotel located at 1331 Pennsylvania Avenue, NW, Washington, DC, at the rate of \$179.00 single/double. To make reservations please call 1-800-228-9290 and ask for a room in the Investment Company Institute block. You must make your room reservation no later than May 8, 2000 to reserve at the \$179-rate. Please confirm your attendance at the committee meeting and the task force meeting by completing the attached response form (whether or not you plan to attend) and returning it to Agnes Thomas by June 1, 2000 either by fax (202/326-8314) or return mail. Please remember that attendance is limited to Committee/Task Force members or their designated substitutes only. Any exceptions to this policy must be approved in advance by the BTAC/Task Force chairman or the ICI. We want to get your input for both the June 14th and 15th meetings agenda. If there are items that you would like to see on the agenda, please complete the Agenda Items section of the Meeting Response Form. We look forward to seeing you in Washington on June 14th and 15th! Stuart Bateman Justine Phoenix  
Chairman, Bank & Trust Director of Operations - Advisory Committee & BTAC Distribution & Service Enhancements Task Force Attachment NOTE: Please check here if you need services due to a disability. Please check here if you have dietary restrictions. Please specify below: INVESTMENT COMPANY INSTITUTE BTAC Enhancements Task Force Meeting June 14, 2000 and Bank and Trust Advisory Committee June 15, 2000 ICI, Washington, DC Meetings Response Form (Please type or print) NAME: FIRM: Please indicate below whether you will be attending the meetings: YES NO June 14 Task Force Meeting \_\_\_\_ June 15 Committee Meeting \_\_\_\_ SUGGESTED AGENDA ITEMS Enhancements Task Force Meeting: BTAC Meeting: Please send this completed form (even if you do not plan to attend) no later than June 1, 2000 either by fax (202/326-8314) or return mail to: Agnes Thomas Investment Company Institute 1401 H Street, NW - 12th Floor Washington, DC 20005

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