

MEMO# 15541

January 16, 2003

2003 AND 2004 MEETING DATES AND PROGRAMS

[15541] January 16, 2003 TO: DIRECTOR SERVICES COMMITTEE No. 2-03 RE: 2003 AND 2004 MEETING DATES AND PROGRAMS We have finalized the program dates for 2003 and some of the dates for 2004, so I wanted to forward this information to you. The Committee meetings are scheduled for the afternoons preceding the programs in the hope that this will facilitate your participation in or attendance at the programs. I also have included the dates of our Regional Meetings to which you are invited, but no Committee business will be conducted at these meetings. Additional information about each of the Institute's directors' meetings or programs will be sent to you closer to its date. The preliminary program for the April workshop is enclosed. If you are interested in participating in this program or have a fellow board member who you believe would make a contribution, please let me know as soon as possible. Over the next few weeks, I will be recruiting speakers and lining up program materials. 2003 Dates Programs February 12, 2003 Regional Directors' Luncheon Meeting 12:00 - 3:00 pm Café L'Europe West Palm Beach, FL *Advance registration required but no cost April 7, 2003 Director Services Committee Meeting 4:00 - 6:00 pm The Grand Hyatt Washington, DC *Followed by dinner April 8, 2003 Investment Company Directors' Workshop 8:30 am - 4:30 pm The Grand Hyatt Washington, DC 2 May 13, 2003 Regional Directors' Luncheon Meeting 12:00 - 3:00 pm Trattoria No. 10 Chicago, IL *Advance registration required but no cost October 15, 2003 Director Services Committee Meeting 4:00 - 6:00 pm JW Marriott Washington, DC *Followed by dinner October 16-17, 2003 Investment Company Directors' Conference JW Marriott Washington, DC 2004 Dates Programs April 2004 Workshop for New Fund Directors Date TBD October 20, 2004 Director Services Committee Meeting 4:00 - 6:00 pm JW Marriott Washington, DC *Followed by dinner October 21-22, 2004 Investment Company Directors' Conference JW Marriott Washington, DC If you have any questions about the schedule or individual programs, please contact me at 202-326-5813. Marguerite C. Bateman Senior Associate Counsel Attachment (in .pdf format)