

**MEMO# 13339**

April 5, 2001

## **PRELIMINARY AGENDA FOR APRIL 24-25, 2001**

[13339] April 5, 2001 TO: TRANSFER AGENT ADVISORY COMMITTEE No. 25-01 RE: PRELIMINARY AGENDA FOR APRIL 24-25, 2001 The next meeting of the Transfer Agent Advisory Committee will be held on Tuesday and Wednesday, April 24 and 25, 2001 in the David Silver Conference Room (DSCR) on the 12th floor of the Investment Company Institute, 1401 H Street, NW, Washington, D.C. We will begin with "shop talk" discussion and committee projects on Tuesday afternoon from 3:00 to 5:00 p.m. The Internet Website Survey Task Force members will also be meeting in the DSCR from 5:00 to 6:00 p.m. Our Wednesday session will begin at 9:00 a.m. and will conclude at approximately 1:30 p.m. Breakfast and lunch will be served. The Committee dinner will be held on Tuesday, April 24, 2001 at Butterfield 9 located at 600 14th St., NW, Washington, DC. A reception will begin at 6:30 p.m. and dinner will follow at 7:00 p.m. All participants will be billed for their portion of the dinner. Attire for the dinner is business casual. A preliminary agenda for the April 24th and 25th meeting, including "shop talk" topics, is enclosed for your review. We look forward to seeing you in Washington. Cynthia Jones Kathleen C. Joaquin Liberty Funds Services, Inc. Director - Transfer Agency Chair & International Operations Transfer Agent Advisory Committee Attachment Attachment (in .pdf format)

---

**Source URL:** <https://icinew-stage.ici.org/memo-13339>

Copyright © by the Investment Company Institute. All rights reserved. Information may be abridged and therefore incomplete. Communications from the Institute do not constitute, and should not be considered a substitute for, legal advice.