

**MEMO# 13703**

July 5, 2001

## **PRELIMINARY AGENDA FOR JULY 18-19, 2001**

[13703] July 5, 2001 TO: TRANSFER AGENT ADVISORY COMMITTEE No. 46-01 RE: PRELIMINARY AGENDA FOR JULY 18-19, 2001 The next meeting of the Transfer Agent Advisory Committee will be held on Wednesday and Thursday, July 18 and 19, 2001 in the David Silver Conference Room (DSCR) on the 12th floor of the Investment Company Institute, 1401 H St., NW, Washington, D.C. A preliminary agenda for the meeting, including "shop talk" discussion items is enclosed for your review. The meeting will begin with "shop talk" discussion and progress reports on committee projects on Wednesday afternoon, July 18, 2001 from 3:00 to 5:00 p.m. The Committee dinner will be held Wednesday evening at Olives, 1600 K St., NW, Washington, D.C. The 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. The Thursday session will begin at 9:00 a.m. with an electronic payments presentation from Nancy Grant, Senior Director - Electronic Check Services at NACHA. We are also pleased to inform you that Jerry Carpenter, Assistant Director, Office of Risk Management and Control in the Division of Market Regulation at the Securities and Exchange Commission, will be providing an update to the Committee on Market Regulation's current activities and priorities. Both breakfast and lunch will be served and the meeting will conclude at approximately 2:00 p.m. If you have any questions, please do not hesitate to contact Kathy Joaquin at 202-326- 5930 or at [kjoaquin@ici.org](mailto:kjoaquin@ici.org). 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 2 Attachment (in .pdf format)

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