

**MEMO# 2922**

July 10, 1991

## **MEETING OF INDUSTRY TRAINING AND HUMAN RESOURCES DIRECTORS TO BE HELD AUGUST 22**

July 10, 1991 TO: MARKETING COMMITTEE NO. 30-91 DIRECT MARKETING COMMITTEE NO. 24-91 SALES FORCE MARKETING COMMITTEE NO. 23-91 SHAREHOLDER COMMUNICATIONS COMMITTEE NO. 20-91 OPERATIONS COMMITTEE NO. 22-91 MEMBERS - ONE PER COMPLEX NO. 29-91 OPERATIONS MEMBERS NO. 17-91 MEMBERS INTERESTED IN PUBLIC INFORMATION NO. 12-91 RE: Meeting of Industry Training and Human Resources Directors to be Held August 22 \_\_\_\_\_ An increasing number of Institute-member training and human resources directors have indicated interest in having the Institute form a committee that will serve as a forum in which they can discuss issues related to the training and development of fund management company employees. To determine the level of member interest in forming this new committee and (if there is sufficient member support) to develop the objectives and charter for the group, the Institute will hold a meeting at 10:00 am on Thursday, August 22 in Washington, DC. The meeting will be held in the Institute's conference room, which is located on the sixth floor of 1600 M Street, NW. Lunch will be served. If you would like to attend this meeting, please RSVP by calling Mary Collins at 202/955-3537 at your earliest convenience. Also, please advise us of any issues or discussion topics that you would like to add to the agenda for the meeting. C. Richard Pogue Senior Vice President Management