



**Memorandum to:** Members of the Elections Committee  
**From:** Mae-Yu Tan, Secretary  
**Date:** June 13, 2011  
**Re:** **Elections Committee Meeting – Monday, June 20, 2011**

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**(a) Agenda Package**

Attached is the agenda package for the meeting of the Elections Committee that will be held on **Monday, June 20, 2011, from 4:00 – 6:00 p.m. in Simcoe Hall, 27 King's College Circle, Falconer Room, Room 107C.**

I would ask that you retrieve your copy of the *Election Guidelines 2011* for the meeting. The *Guidelines* may also be viewed on BoardBooks under the Elections Committee Resource Center section of the portal. If you need a paper copy, please let me know.

**(b) Confirmation of Meeting Attendance**

Please notify Ms Rena Parsan by phone (416-978-6576) or by email (governing.council@utoronto.ca) as to whether or not you will be able to attend this meeting so that we may ensure that quorum will be met.

Thank you.