



MEMORANDUM

To: Members of the Executive Committee

From: Henry Mulhall, Committee Secretary

Date: June 18, 2008

Re: **Material for Meeting of June 23, 2008 at 3:00 p.m.**

(a) Agenda Package

Enclosed is the agenda package for the meeting of the Executive Committee to be held on Monday, June 23, 2008 at 3:00 p.m. in the Board Room, 2nd floor, Simcoe Hall (please note the time and date of the meeting). The meeting of the Governing Council will follow at 4:00 p.m. in the Council Chamber. Additional documentation will be forthcoming as soon as it is ready for distribution. Non-confidential documentation will also be available on the Governing Council website at <http://www.governingcouncil.utoronto.ca/bac/ex/2007.htm>.

(b) Material Previously Distributed

Please note that, when distributing documentation for Executive Committee meetings, we do not include specific items of documentation for those members who will have previously received copies as part of their agenda packages for board and committee meetings. In such instances, members are requested to retrieve the relevant documentation for the Executive Committee meeting.

(c) Confirmation of Meeting Attendance

If you have not already done so, please confirm your attendance at this meeting to Ms Kata Skoko by telephone (416-978-6576) or by email to governing.council@utoronto.ca.

Thank you.