



MEMORANDUM

To: Members of the Executive Committee
From: Henry Mulhall, Committee Secretary
Date: October 7, 2010
Re: **Material for Meeting of October 15, 2010 at 12:00 p.m.**

(a) Agenda Package

Enclosed is the agenda package for the meeting of the Executive Committee to be held on Friday, October 15, 2010 at 12:00 p.m. in the Board Room, 2nd floor, Simcoe Hall. Lunch will be served. 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/2010.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 by email to governing.council@utoronto.ca, or by telephone to Ms Kata Skoko at (416-978-6576).

Thank you.