



# University of Toronto

OFFICE OF THE GOVERNING COUNCIL

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## MEMORANDUM

To: Members of the Planning and Budget Committee

From: Matthew Lafond, Secretary to the Committee

Date: October 17, 2007

Re: **Material for Meeting of October 24, 2007**

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### 1. Agenda Package

Enclosed is the agenda package for the meeting of the Planning and Budget Committee, which will be held on **Wednesday, October 24, 2007 in the Council Chamber, 2<sup>nd</sup> floor, Simcoe Hall at 4:10 p.m.**

### 2. Confirmation of Meeting Attendance

If you have not already done so, please confirm your attendance at this meeting by contacting Kimberly Figueira by phone (416-978-6576) or email ([governing.council@utoronto.ca](mailto:governing.council@utoronto.ca)).

Thank you.