



Memorandum to: Members of the Elections Committee
From: Mae-Yu Tan, Secretary
Date: June 15, 2010
Re: **Elections Committee Meeting - June 22, 2010**

(a) Agenda Package

Attached is the agenda package for the meeting of the Elections Committee that will be held on **Tuesday, June 22 2010, from 9:00 – 11:00 a.m. in Simcoe Hall, 27 King's College Circle, Room 229.**

I would ask that you retrieve your copy of the *Election Guidelines 2010* for the meeting. If you need a copy, please let me know.

(b) Telephone Conference

Members who are unable to attend the meeting in person but who wish to join by telephone conference may dial in locally to 416-343-4997, or may use the toll-free dial-in number (USA & Canada) to 1-866-440-4486, Conference ID: 7424552. I would ask that members use a land line rather than a cellular phone.

So that the Chair may be informed, please notify me if you plan to participate by telephone.

(c) Confirmation of Meeting Attendance

If you have not already done so, please confirm your attendance at this meeting by phone (416-978-8794) or by email (maeyu.tan@utoronto.ca) so that we may ensure that quorum will be met.

Thank you.