

May 10, 2016

**Notice of the annual general meeting of St. James Town Family Literacy Services  
operating as Community Matters Toronto**

Dear member,

This is to advise you of the upcoming annual general meeting of the members of **St. James Town Family Literacy Services operating as Community Matters Toronto**. The details of this meeting are as follows:

<b>Date:</b>	May 24, 2016
<b>Time:</b>	6:00 p.m. to 8:00 p.m.
<b>Place:</b>	The offices of Community Matters at 240 Wellesley St. E.

Please see:

- the agenda for this meeting

At the meeting, members will have the opportunity to:

- find out about our operations and finances
- ask questions about our operations and finances
- speak about any items on the agenda
- vote on any resolutions proposed.

At the meeting, members will be asked to vote to:

- accept the annual report
- accept the auditor's report
- accept the annual financial statements
- elect directors.

Regards,

Shabana Sohail  
Corporate Secretary