

**BOARD OF ALDERMEN**

**City of Newton  
Massachusetts**

**MEMORANDUM**

To: Financial Audit Subcommittee Members

From: Scott F. Lennon, Chairman

Date: July 21, 2006

Re: **MEETING, MONDAY, JULY 24<sup>TH</sup>**

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Please be advised that we will meet again on **Monday evening, July 24<sup>th</sup> at 6:30 p.m. in Room 222**, prior to the Finance Committee meeting. We will discuss the development of a Financial Policies and Procedures manual. We will also attempt to set out the framework for discussion items for our next few Subcommittee meetings.

Please mark your calendars accordingly. Thank you.

Cc: Full Board