



June 19, 2006

Memorandum to: Members of the Business Board

Subject: **Meeting of Thursday, June 22, 2006 at 5:00 p.m.
Council Chamber, Simcoe Hall**

Attached is your agenda package for the June 22 meeting of the Business Board. So that the Chair can be kept informed of attendance, would you kindly notify the Governing Council Office (at 416-978-6576 or governing.council@utoronto.ca) if you will be unable to attend?

(1) Start Time

The starting time for the Thursday June 22 meeting has been restored to the usual 5:00 p.m. The scheduling problem that had required that the starting time for be delayed until 5:30 p.m. has been resolved. I do regret any confusion or inconvenience.

(2) Parking

If members are driving onto campus, they should be aware that, because of the Convocation ceremony being held on the afternoon of June 22, there is some possibility that the parking places near Simcoe Hall may not be available. (My hope and expectation is that the Convocation will be well over by the time you arrive.)

Members with Governing Council parking permits will, in any event, be able to park in spaces on the outside perimeter of the northwest corner of campus, near the Croft Chapter House and 21 King's College Circle. Members are advised to enter the campus from the east entrance, beneath the Queen's Park Crescent overpass from Wellesley Street. Point out your Governing Council parking permit and let the police officer or parking attendant know that you will be attending the Business Board meeting. The attendant will direct you to the appropriate parking places.

(3) Recipients of the Audit Committee Packages: Please Bring Materials to the Business Board

Members of the Audit Committee (and other recipients of Audit Committee packages) will have received, with materials for the June 21 Committee meeting, the following documentation, which will also be considered by the Business Board:

- (a) the University of Toronto Financial Report, including the Audited Financial Statements for 2005-06;

Cont'd . . . / 2

(3) Recipients of the Audit Committee Packages: Please Bring Materials to the Business Board (Cont'd)

- (b) the recommendation for the appointment of external auditors for 2006-07; and
- (c) Borrowing Strategy: Annual Status Report to April 30, 2006

In the interest of economy and the preservation of trees, a second copy of these items is not included in this package.

Would you **please use the copies of the above Audit Committee materials for the Business Board meeting?** (If you are a member, you will, of course, also need these documents for the June 29th meetings of the Executive Committee and Governing Council.)

(4) Documentation to Follow

I shall notify you by e-mail when the Report of the Previous Meeting is posted on the web. A hard copy will also be placed on the table at the Board meeting. I very much regret that the Report was not available for inclusion with this package.

Secretary,
Business Board