



June 11, 2003

Memorandum to: Members of the Business Board

Subject: **Meeting of Thursday, June 19, 2003 at 5:00 p.m.  
Council Chamber, Simcoe Hall**

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Attached is your agenda package for the June 19 meeting of the Business Board. The agenda items marked with four asterisks will follow in a separate delivery early next week.

**(1) Parking**

Members who will be driving onto campus should be aware that, because of the Convocation ceremonies being held on June 19, the parking places near Simcoe Hall may not be available.

Members with Governing Council parking permits and meeting passes will, however, be able to park in spaces on the outside perimeter of the northwest corner of King's College Circle, 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 / meeting pass 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.

**(2) Refreshments: An Apology**

I very much regret that, because of budget reductions, the Office of the Governing Council is no longer able to supply the previous coffee, cold drinks and cookies. Spring water will be available.

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Secretary, Business Board

cc: Mr. Alex MacIsaac, Manager, Parking Services  
Mr. Dan Hutt, Manager, Police Services