



June 14, 2007

Memorandum to: Members of the Business Board
From: Cristina Oke, Assistant Secretary of the Governing Council
Subject: **Meeting of Thursday, June 21, 2007 at 5:00 p.m.
Council Chamber, Simcoe Hall**

Attached is your agenda package for the June 21 meeting of the Business Board. Please confirm your attendance at the meeting with the Governing Council Office (at 416-978-6576 or governing.council@utoronto.ca).

Parking

Because of the Convocation ceremony being held on the afternoon of June 21, there is some possibility that the parking places near Simcoe Hall may not be available.

Members with Governing Council parking permits will 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.

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 20 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 2006-07;
- (b) the recommendation for the appointment of external auditors for 2007-08; and
- (c) Borrowing Strategy: Annual Status Report to April 30, 2007

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 25th meetings of the Executive Committee and Governing Council.)

Thank you.

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