



# Memorandum

**Date:** December 11, 2019  
**To:** Members of the Board  
**From:** William (Bill) Bradica, Chief Administrative Officer  
**Subject:** **TBDSSAB Audit Committee Appointments - 2020**

In accordance with the Governance and Procedural By-law Section 4(1) (v) and Policy No. BRD-01:62 Board Committees, appointments to Board Committees are made at the Inaugural Meeting.

In accordance with the terms of reference for the Audit Committee the Committee will meet at least twice each year; once to receive information regarding the audit approach and another meeting to receive the Auditor's Opinion and review the financial statements in order to make a recommendation to the Board.

The following resolution is presented for the Board's consideration:

"THAT the following Members of The District of Thunder Bay Social Services Administration Board be appointed to the Audit Committee, for the term ending December 31, 2020:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_



**THE DISTRICT OF THUNDER BAY  
SOCIAL SERVICES ADMINISTRATION BOARD**

AND THAT the Committee Chair be appointed at the first Committee meeting of the year.”

Sincerely,

William (Bill) Bradica  
Chief Administrative Officer

/gf

Attachments: [Board Committee Policy](#)  
[Terms of Reference – Audit Committee](#)