



# Memorandum

**Date:** October 2, 2024  
**To:** Members of the Board  
**From:** Ken Ranta, Chief Executive Officer  
**Subject:** **Cancellation of November 22 Board Meeting Date**

The Board approved scheduling two dates in November to allow for sufficient time to review both the budget and any other Board Reports or information coming forward in November. As Administration does not anticipate having numerous Reports or information requiring Board approval to be presented to the Board November 22, 2024 Board meeting, it is recommended that the meeting be cancelled.

In accordance with the Board's Governance and Procedural By-law, a change to the schedule of Regular Board meetings may be approved by Resolution of the Board. The following resolution will be presented to the Board at the October 17, 2024 Board meeting for consideration:

"THAT with respect to the Memorandum dated October 2, 2024 from Ken Ranta, Chief Executive Officer, we approve the cancellation of the November 22<sup>nd</sup> Board Meeting;

AND THAT notice of the cancellation be posted on The District of Thunder Bay Social Services Administration Board website."

Sincerely,

Ken Ranta  
Chief Executive Officer

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