

Release of 2021 Confidential Minutes

Date: March 30, 2022
To: Toronto Zoo Board of Management
From: Chief Executive Officer
Wards: All

SUMMARY

During the in-camera session of the Board of Management meeting in 2021, confidential minutes were taken, which are not made available to the public. The Zoo's auditors, KPMG, have requested a copy of these minutes as part of the year-end audit process.

RECOMMENDATIONS

The Chief Executive Officer recommends that:

1. The Board of Management of the Toronto Zoo release the confidential minutes of the in-camera sessions of the 2021 Board of Management meetings to KPMG.

FINANCIAL IMPACT

There is no financial impact resulting from the adoption of the recommendations in this report.

DECISION HISTORY

As part of the working papers for the year-end audit of the Toronto Zoo's auditors, KPMG, have requested a copy of the confidential minutes of the in-camera sessions held during the 2021 Board of Management meetings. Although this is not a request that has been made in prior years, it is not an unusual request. These minutes will allow the auditors to determine whether the Board has made any decisions that are material to the financial statements and require disclosure in the statements.

COMMENTS

To comply with the year-end audit requests and fully complete the audit, the release of these confidential minutes is necessary. In 2021, there were four items held in closed session during four different meetings.

CONTACT

Dolf DeJong
Chief Executive Officer
ddejong@torontozoo.ca
(416) 392-5909

SIGNATURE

Dolf DeJong
Chief Executive Officer