



June 16, 2005

Memorandum to: Members of the Business Board

Subject: **Meeting of Thursday, June 23, 2005 at 5:00 p.m.
Council Chamber, Simcoe Hall**

Attached is your agenda package for the June 23 meeting of the Business Board. So that the Chair can be kept informed of attendance, would you kindly let me know (at 416-978-8425 or neil.dobbs@utoronto.ca) if you will be unable to attend?

(1) Meeting Duration

Ms Jacqueline Orange, Chair of the Business Board asks if members would kindly to be prepared to remain for as much as an hour past the usual adjournment time of 7:00 p.m. As you will see, the agenda of the meeting is a long one, including a number of very important items, and your willingness to carry on would be very much appreciated. Ms Orange has undertaken to make every effort to conduct the meeting efficiently and to complete the business as early as possible. Coffee and cookies will be available.

(2) Financial Statements

The Board will receive a brief outline of the highlights of the audited financial statements. The Audit Committee will have received a detailed presentation and engaged in a full discussion on the day before the Business Board meeting. While the Audit Committee meets in closed session, members of the Business Board are entitled to attend meetings, and members interested in the detail of the financial statements would be very welcome. The Audit Committee will meet on **Wednesday, June 22, 2005 at 12:00 noon in the Board Room, Simcoe Hall. If you would like to attend the meeting, please let me know as soon as possible** so that arrangements can be made. (Please call 416-978-8425 or e-mail neil.dobbs@utoronto.ca.)

(3) Capital Project: Varsity Centre for Physical Activity and Health

The revised project for the new Varsity Stadium has generated considerable interest, and Professor Ronald Venter, the Vice-Provost, Space and Facilities

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(3) Capital Project: Varsity Centre for Physical Activity and Health (Cont'd)

Planning, has kindly agreed to provide a detailed presentation on the project in the half hour before the Business Board meeting. Members who would like to do so would be very welcome to attend that **presentation on Thursday, June 23, 2005 at 4:30 p.m. in the Council Chamber**. Again, if you would like to attend, would you please let me know?

Members who would like to consult the complete Report of the Project Planning Committee are welcome to do so on the web at:

<http://www.utoronto.ca/govcncl/bac/details/pb/2004-05/pba20050510-04iii.pdf>

Further details are available at:

<http://www.utoronto.ca/govcncl/bac/details/pb/2004-05/pba20050510-04iv.pdf>

Paper copies of the project planning report are also available on request. Please let me know if you would like one.

(4) Documentation to Follow

Documentation with respect to two items will follow:

- **Item 5(a), Capital Projects Report.** The usual report is attached. An additional page dealing with accounts-closed projects will be distributed electronically early next week and a copy placed on the table for the Business Board meeting.
- **Item 5(i), Environmental Protection Policy: Annual Report on Implementation.** Again, the report will be distributed electronically early next week and a copy placed on the table for the meeting.

Secretary,
Business Board