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April 28, 2004

AGENDA FOR THE FINANCE & ADMINISTRATION SUB-COMMITTEE MEETING

You are requested to attend a meeting of the LMTAC **FASC** to be held on **Wednesday, May 5th, 2004** from **10:00 a.m. – 12:00 noon** in the **2nd Floor West Floor** Boardroom, 4330 Kingsway, Burnaby.

1. AGENDA FOR ADOPTION

1.1 May 5th, 2004

2. MINUTES FOR ADOPTION

2.1 March 31st, 2004 *
February 3, 2004*

3. REPORTS

3.1 Staffing Review * 30 min

Recommendation from Manager:

That this report be received for further information.

4. OTHER BUSINESS

4.1 Review of Actuals: March 31, 2004* 20 min

4.2 Review of FASC related Workplan Items* 20 min

- Focus on page 2: Finance, Organizational and Communication items

4.3 Process to Review LMTAC First Principles 10 min

5. INFORMATION

6. Next Meeting: June 2, 2004 [only as required]