

May 25, 2005

AGENDA FOR THE FINANCE & ADMINISTRATION SUB-COMMITTEE MEETING

You are requested to attend a meeting of the LMTAC FASC to be held on Wednesday, June 1, 2005 from 10:00 am – 11:00 am in the 2nd Floor West Meeting Room, 4330 Kingsway, Burnaby.

1. AGENDA FOR ADOPTION

1.1 June 1, 2005

2. MINUTES FOR ADOPTION

2.1 May 4, 2005*

2.2 May 10, 2005*

3. REPORTS

3.1 Audited Statement of LMTAC's 2004 Operating Revenues and Expenditures* 10 min

Directive: Members are requested to review the attached 2004 Audited Statement.

Recommendation from Staff: That the audited statement be forwarded to the Executive Committee and Board for information.

3.2 Review of Actuals* 10 min

Directive: Members are asked to review the attached April 30, 2005 Actual Statement of Expenditures and Recoveries.

3.3 Preliminary 2006 Budget Preparations* 30 min

Directive: Members are asked to use the attached budget documents to give to reflect upon:

Preliminary 2006 budget assumptions

Potential Expenses for 2006

Revenue sources

Recommendation from Staff: That the preliminary 2006 budget assumptions be forwarded to the Executive Committee and Board for endorsement.

4. OTHER BUSINESS

4.1 LMTAC Office Update 5 min

5. Next Meeting: July 6, 2005 (only if necessary)