

November 30, 2000

## NOTICE TO THE LMTAC Finance and Organizational Sub-Committee

You are requested to attend a meeting of the LMTAC Finance and Organizational Sub-Committee (FOSC) to be held on **Friday, December 8, 2000 from 9:30 - 11:30 a.m.** in the **8<sup>th</sup> floor North** Conference Room, GVRD Offices, 4330 Kingsway, Burnaby, B.C.

### AGENDA (\*Attachments included)

	PAGE	TIME
<b>1. ADOPTION OF THE AGENDA</b>		
1.1 <i>Recommendation:</i> That the Agenda for this meeting be adopted as circulated.		
<b>2. ADOPTION OF THE MINUTES</b>		
2.1 <i>Recommendation:</i> That the Minutes of the meeting held November 3, 2000 be adopted as circulated.*	3	
<b>3. REPORTS</b>		
<b>3.1 Tracking In-Kind Local Government Contributions to LMTAC Activities*</b>		10 min
<i>Recommendation from Staff:</i> That consideration be given to 'Next Steps' summarized in the report entitled " <i>Tracking In-Kind Local Government Contributions to LMTAC Activities</i> " and that the report be received for information.		
<b>3.2 Review of LMTAC Expense Policy*</b>		30 min
<i>Recommendation from Staff:</i> That the Finance and Organizational Sub-Committee endorse the "Proposed Amendments" to the LMTAC Operating Procedures.		
<b>4. OTHER BUSINESS</b>		
<b>4.1 Cancellation of January 5, 2001 meeting</b>		5 min
<b>5. INFORMATION*</b>		
5.1 November 17, 2000 Actuals		
5.2 Review Status Report - LMTAC Communications Plan 2000		
5.3 Agenda Deadlines 2001		
5.4 Honorarium and Expense Form		
<b>6. ADJOURNMENT – Next Meeting: February 2, 2001</b>		