

March 28, 2001

## NOTICE TO THE LMTAC FINANCE & ORGANIZATIONAL SUB-COMMITTEE

You are requested to attend a meeting of the LMTAC Finance and Organizational Sub-Committee (FOSC) to be held on **Friday, April 6, 2001 from 9:30 -11:30 a.m.** in the **10<sup>th</sup> floor North** Conference Room, GVRD Offices, 4330 Kingsway, Burnaby, B.C.

### AGENDA (\*Attachments included)

#### 1. AGENDA

##### 1.1 Approval of the agenda: April 6, 2001

#### 2. MINUTES

##### 2.1 Adoption of the minutes: March 2, 2001\*

#### 3. REPORTS

##### 3.1 Role of Table Representatives (Project 3)\* 30 min

*Recommendation from Executive Director:*

That the LMTAC Operating Procedures be amended to include the roles and responsibilities for LMTAC table representatives based on the suggestions in the attached report.

##### 3.2 Linkage between Executive Director and Table Representatives (Project 3)\* 30 min

*Recommendation from Executive Director:*

That Section 12.0 of the LMTAC Operating Procedures and the Executive Director's Job Description be amended to include the proposed amendments in this report and that official correspondence be sent from the LMTAC Chair to provincial representatives explaining these amendments.

##### 3.3 LMTAC's Role and Mandate, post provincial election (Project 5)\* 30 min

*Recommendation from Executive Director:*

That members of FOSC recommend to the Executive and Full LMTAC that:

- A strategic planning session with the full LMTAC membership be organized for the purpose of developing an LMTAC Mission Statement, Short-term (5 year) and Long-term (10 year) organizational goals, and 2 year organizational objectives; and,
- The session focus on the identification of actions (organizational, operational, financial) needed to achieve the identified goals/objectives; and,
- The services of an independent consultant be utilized.

##### 3.4 Restructuring to Focus on Table Specific Issues (Project 4)\* 30 min

**Directive:** Members are encouraged to review the attached concept document and come prepared to offer suggestions to focus LMTAC on table specific activities.

4. OTHER BUSINESS

4.1 2001 FOSC meeting dates discussion

5 min

5. INFORMATION\*

5.1 March Actuals

5.2 LMTAC Operating Procedures ***NB: The amendments appear in bold face and are still pending board approval.***

5.3 Request for Provincial Funding 2001/2002

5.4 Workplan 2001

6. ADJOURNMENT - Next Meeting: May 4, 2001