



May 15th, 2002

NOTICE TO THE LMTAC FINANCE & ORGANIZATIONAL SUB-COMMITTEE

You are requested to attend a meeting of the LMTAC FOSC to be held on **Wednesday, May 22, 2002** from **4:00 pm – 5:45 pm** in the **2nd Floor Café East** Meeting Room, GVRD Offices, 4330 Kingsway, Burnaby.

AGENDA (*Attachments included)

1. AGENDA FOR ADOPTION

1.1 May 22, 2002

2. MINUTES FOR ADOPTION

2.1 April 24, 2002*

3. REPORTS

3.1 Preliminary Budget 2003 Budget Preparation* 30 min

Directive: The LMTAC Workplan identifies budget 2003 preparation as beginning in July 2002, however, given changes to BC structures and funding, members are asked to use the attached 2002 budget documents to give advance reflection on: preliminary budget assumptions, possible expenses for 2003, and whether existing revenue sources are sufficient.

3.2 Policy for use of the Membership, Tuition, Conference Fees (Workplan, FOSC Item #4) 20 min

Directive: Members are requested to consider wording for the development of a policy to deal with Budget Item: Membership, Tuition & Conference Fees.

3.3 Review of LMTAC Committee Reporting Structure* (Workplan, FOSC Item #1) 20 min

Directive: As part of the outlined LMTAC workplan, members are requested to review the current LMTAC Organizational Chart and Committee Reporting Structure.

3.4 Annual Members Survey- 2002* (Workplan, Annual Item #4) 15 min

Directive: As part of the outlined LMTAC workplan, members are requested to review the 2001 Members Survey and consider changing or adding specific organizational or finance related questions.

4. OTHER BUSINESS

4.1 Review and Discussion of Full Board Agendas/Discussion Topics 10 min

5. INFORMATION*

5.1 May Actuals

5.2 Updated LMTAC Mission Statement, Roles and Project Screening Criteria

6. Next Meeting: July 4, 2002