

April 2, 2009

AGENDA FOR THE FINANCE & ADMINISTRATION SUB-COMMITTEE MEETING

You are requested to attend a meeting of the LMTAC FASC to be held on
Wednesday, April 8, 2009 from **12:30p.m. – 2:00p.m** in the 2nd Floor
Café West Meeting Room, 4330 Kingsway, Burnaby, BC.

[*Attachments included]

1. **AGENDA FOR ADOPTION**

1.1 April 8, 2009

2. **MINUTES FOR ADOPTION**

2.1 February 4, 2009*

3. **REPORTS**

3.1 **Revised Operating Procedures***

30 min

Directive:

That FASC members consider the proposed draft wording for LMTAC Operating Procedures (**attached sections 7.1, 7.2 and 8.0**), in accordance with the following *Executive Committee recommendations of February 18, 2009*:

It was MOVED and SECONDED

That the LMTAC Executive Committee endorse:

- i) a new clause to clarify that whenever a treaty table completed Stage 5 Final Agreement negotiations, there was no requirement for the LMTAC Board to elect a table representative; and
- ii) use of a single, secret ballot vote for up to a maximum number of positions, with the stipulation that a nominee's name could not appear twice on a ballot

CARRIED UNANIMOUSLY

3.2 Proposed Nominations Committee

20 min

Directive:

For discussion purposes, please refer to proposed wording in the **attached** LMTAC Operating Procedures **section 7.1 a**.

That FASC members consider the concept of establishing a Nominating Committee and development of a 'Concept Statement' to define appropriate attributes for nominees, based on the following *Executive Committee recommendation of February 18, 2009*:

It was MOVED and SECONDED

That the LMTAC Executive Committee refer the following to FASC for further consideration:

"The creation of a Nominating Committee, consisting of the outgoing Executive Committee, be designated to meet in mid-January to prepare a list nominating at least one candidate for each position up for election at the inaugural Board meeting".

CARRIED UNANIMOUSLY

3.3 Electronic Agenda Distribution*

20 min

Directive:

That FASC members receive this report for information and direct staff on next steps, as required, in considering the electronic distribution of LMTAC Executive and Board agenda packages.

4. OTHER BUSINESS

4.1 LMLGA AGM (May 6th-8th, Harrison Hot Springs)

10 min

- LMTAC Staff Participation
- Exhibitor Booth

[IN-CAMERA]

4.2 Administrative Assistant Annual Review & Contract Renewal 10 min

- Verbal Update from the Managing Director

5. INFORMATION

5.1 Draft Financial Statement (as of February 28, 2009)*

5.2 UBCM Executive Release (March 27, 2009)*

6. Next Meeting: June 3, 2009 [only as required]