

Governance and Finance Committee NOTLRA — Meeting Agenda

Date: Friday, February 27

Time: 2:00 PM — 4:00 PM

Location: Board Room, Community Centre

1. 2:00–2:05 — Welcome, attendance, approval of agenda & minutes (including confirmation of Feb 13 minutes) — Chair: Alan
2. 2:05–2:15 — Election countdown & key dates recap — Chair
3. 2:15–2:35 — Website draft review — Norm & Betty Ann (preview link; feedback)
4. 2:35–2:50 — Interim chair/meeting leadership and meeting cadence confirmation
5. 2:50–3:10 — Candidate engagement plan
 - Event schedule (reserve five sessions in Sept–Oct)
 - Venue options and accessibility
6. 3:10–3:30 — Candidate questionnaire refinement
 - Review submissions (1–2 actionable Qs per category)
 - Agree consolidation process and deadlines
7. 3:30–3:40 — Candidate outreach email/letter
 - Finalize closed-ended questions, platform deadline (proposed May 1)
 - Board submission timeline
8. 3:40–3:50 — Workstream updates & assignments
 - Governance; Finance/Infrastructure (Steve McGinnis/ Stuart McCormack); Civic Engagement; Communications
9. 3:50–3:55 — Review action items, owners, and deadlines
10. 3:55–4:00 — Any other business & adjournment

Requested pre-meeting materials:

- Website draft link (Norm & Betty Ann) — circulate 48 hours before meeting
- Consolidated question submissions (all members) — submit by Mar 6

- Venue/booking proposals for candidate nights (Betty Ann) — bring preliminary options