

**LIBERIA TIMBER ASSOCIATION**  
**OCTOBE 21, 2015 REGULAR MONTHLY MEETING**  
**AGENDA**

Meeting call to order	Mr. J. Rudolph Merab, Sr. <b>President, LTA</b>
Opening prayer	The Chaplain
Welcome Remarks	The Presiding
Adoption of Agenda	
Reading and adoption of past meeting minutes	The Head of Secretariat
Matter arising from meeting minutes	

**Business Session**

- Secretariat Monthly Update
  - Approval of Membership Directory
  - Memorandum of Understanding
  - Presentation & Approval of Communication Strategy
  - Presentation Endorsement of Training & Field Study Documentary Proposal
  - Presentation & Endorsement of Company Export Information Form & Company Profile Form
  - Review of LTA's Position Statement on the Letter of Intent
  - VPA-SU's Invitation to attend Forest Legal Workshop (Nov. 9<sup>th</sup> – 12<sup>th</sup>)
  - Rehabilitation Project Proposal from UL
  - Company Financial Obligation (Statement of Account)
  - Budget Performance
- Any other Business
- Adjournment
- Closing Prayer
- Next time of meetings