

**The Liberia Timber Association's Extraordinary Called Meeting
held in the Conference Room at its Headquarters on 12th Street
on Friday, June 24, 2015, @ 2PM
Meeting Agenda & Minutes**

Subject:	June 5 2015 Extraordinary Called Meeting	Date:	06/24/15
		Time:	2:13pm – 4:13pm
Attendees:	<ul style="list-style-type: none"> 1) Mr. Rudolph J. Merab - President 2) Mr. John M. Baxter - 1st Vice President 3) Mrs. Eliza D. J. Kronyahn - Treasurer 4) Mrs. Nyunyun J. Toweh - LTTC Inc. 5) Mr. Emmanuel Erskine, Jr. - Atlantic Resources Ltd./Alpha Logging 6) Mr. Daniel P. M. Kwabo - LCM/Mondra 7) Mrs. Dadah T. Cleon - ELL/LHC 8) Mr. Jyn S. Kyung - U.F.C 9) Mr. Naran Vicieri - United Forest Coop. 10) Mr. Samuel H. Kolison - Forest Venture 11) Mr. T-BB Dweh Saybeh - D. C. Wilson 12) Mrs. Funkye Obebenme - Akewa Group of Companies 13) Mr. Isaac F. Mannah - BODECO 14) Mr. E. Ekema A. Witherspoon, I, - Head of Secretariat 15) Mr. John Andrew - Adm. & Finance Manager 16) Mr. Martin F. Kerkulah - Communication & Training Manager 		
Agenda/Meeting Notes			
#	Agenda Items	Notes/Decisions	
1	Meeting Call to Order	The meeting was called to order by the Presiding and the President, Mr. Rudolph J. Merab at 2:13pm.	
2	Opening Prayer	Opening prayer was said by the Chaplain, Mr. Emanuel Erskine.	
3	Welcome Remarks	The Presiding welcome everyone and informed members that this is the 1 st meeting since the induction ceremony. He said that everyone is equal, therefore all should be present.	
4	Adoption of Agenda		
5	Reading and adoption of past meeting minutes	Mrs. Kronyahn moved that the minutes be adopted, corrected and accepted as our working tools; it was seconded.	
6			
7	Business Session	<p>Report from the just ended JIC meeting: The report was submitted to members of the LTA.</p> <p>Report of Induction Dinner: This report was submitted and 15 companies contributed towards the dinner. The Presiding thanked his members who contributed to make the program a success and encourage those who still owe the LTA for the dinner to make their contribution.</p>	

		<p>Presentation of Preliminary Budget for the Secretariat: It was moved by Mrs. Eliza Kronyahn and seconded by Mrs. Y. Toweh that the budget be accepted for discussion. The budget was presented by Mr. John Andrew, Adm. & Finance Manager.</p> <p>Field study documentary: This document was submitted and presented by Mr. Martin Kerkula. Mr. Baxter expressed reservation but the production of the documentary</p> <p>Secretariat Update: Mr. E. Ekema Witherspoon updated the body on the day-to-day activities and the LTA Technical Secretariat.</p>
6	Any Other Business	Mr. Merab suggested that the Association write a letter to the President informing her of recent development and requesting a meeting.
7	Adjournment and Closing prayer	There being no other business to claim the attention of the body, the meeting was adjourned at 4:15pm. The Treasurer gave the closing prayer.

Decision Items List	
#	Decisions Reached During the Meeting
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Document Attached To This Minutes	
Attached Document	
1	
2	
3	

Recorded and Prepared by,

E. Ekema A. Witherspoon, I.
Head of Secretariat

LTA's Technical Secretariat

Approved and Presented by:

Augustine B. M. Johnson
Secretary/Board of Directors