

MEETING NOTICE

~ ROUNDTABLE OPERATIONS AND EFFICIENCY SUBCOMMITTEE ~

DATE: November 16, 2009
TIME: 1:30 p.m.
PLACE: Roundtable Conference Room
1828 El Camino Real, Suite 705
Burlingame, CA 94010
Telephone: 650/692-6597 (Roundtable Office)

NOTE: *Parking may be difficult to find near the building. Free public parking is available across El Camino Real at the shopping center.*

A G E N D A

1. **Call to Order; Roll Call** – Mark Church, Roundtable Chairperson / David Carbone, Roundtable Program Manager
2. **Public comment** on items **not** on the Agenda – Mark Church
NOTE: The Subcommittee cannot take action on any matter raised under this item.
3. **Review/Approval of Draft Amendments to the Roundtable Purpose and Bylaws Document**
 - a. **Review/Discussion of Draft Amendments to the Roundtable Purpose and Bylaws Document** – Mark Church/Roundtable Staff **INFORMATION**
 - b. Approval of Proposed Draft Amendments in Item 3.a. – Mark Church **ACTION**
 - c. Direct Staff to prepare and agendize a recommendation from the Roundtable Operations and Efficiency Subcommittee, re: recommended amendments to the adopted Roundtable Purpose and Bylaws document, for the December 2, 2009 Regular Roundtable Meeting – Mark Church **ACTION**

Note: Public records that relate to any item on the open session Agenda (Consent and Regular Agendas) for a Regular Airport/Community Roundtable Meeting are available for public inspection. Those records that are distributed less than 72 hours prior to a Regular Meeting are available for public inspection at the same time they are distributed to all Roundtable Members, or a majority of the Members of the Roundtable. The Roundtable has designated the Roundtable Administration Office, at 1828 El Camino Real, Suite 705, Burlingame, California 94010, for the purpose of making those public records available for inspection. The documents are also available on the Roundtable website at: www.SFORoundtable.org.

Note: To arrange an accommodation under the Americans with Disabilities Act to participate in this public meeting, please call 650/ 363-4417 or 650/ 692-6597 during normal business hours (8 a.m. – 4 p.m.) at least 2 days before the meeting date.

SUBCOMMITTEE MEMBERS:

Mark Church, Roundtable Chairperson
Richard Newman, Roundtable Vice-Chairperson/C/CAG ALUC
Marge Colapietro, Roundtable Representative,
City of Millbrae
David Burow, Roundtable Representative,
Town of Woodside

STAFF SUPPORT:

David Carbone, Roundtable Program Manager
Steve Alverson, Roundtable Coordinator

OTHERS INVITED:

Bert Ganoung, Mgr., SFO Noise Abatement Office
Michael McCarron, Dir., SFO Bureau of Community Affairs

Roundtable Operations and Efficiency Subcommittee Meeting Agenda

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| 4. Review/Discussion of Roundtable Operations | |
| a. Number of Monthly Meetings – Mark Church | INFORMATION/ACTION |
| b. Time and Location of Meetings – Mark Church | INFORMATION/ACTION |
| c. Other Operational Parameters – Mark Church | INFORMATION/ACTION |
| 5. Schedule Next Meeting/Adjourn – Mark Church | ACTION |