

GVTA Roundtable Purpose Statement

The Roundtable works together to manage, maintain, build and restore our trails and our community relationships.



GVTA Roundtable Agenda Request Form

This form is to be used for Roundtable members to request items they would like to have included on the Roundtable meeting agenda. Here's the process for developing the meeting agenda:

- Submit your request to the meeting facilitator by the **Wednesday immediately prior to the scheduled Roundtable meeting.**
 - Generally, discussions should be **limited to 15 minutes or less** to be included in the first hour of the meeting. Longer, more in-depth discussions will usually be scheduled for the second hour of the meeting.
- The facilitator will draft an agenda and send it to all Roundtable representatives by the **Friday immediately prior to the meeting.**
- Additional items may be added to the agenda prior to the meeting, but pre-requested items will usually take priority.

Name of Requestor:

Organization Affiliation:

Agenda Item Description:

Estimated time needed for discussion:

Do you need a projector or other technology? If so, what do you need?

Yes