

**SMP unveiling event planning meeting
Meeting Minutes
Tuesday, April 14, 2009**



Attendance:

| | | |
|------------------|--|--------------|
| Karl vonAhnen | vonahnen@fhda.edu | 108 864-8282 |
| Kristin Sullivan | sullivankristin@fhda.edu | 408 864-8625 |
| Julie Ceballos | ceballosjulie@fhda.edu | 408 864-5359 |
| Veronika Lane | missnika@comcast.net | |
| Devin Cormia | dlcormia@gmail.com | |
| Keith Hubbard | keithjhubbard@gmail.com | 408 393-3310 |
| Ralph Riddle | rwiddle@comcast.net | 408 446-2155 |
| Bonnett Saussol | saussolbonnett@deanza.edu | 408 864-8306 |

Date for the SMP event is set for Tuesday, April 28, 1:30-3 p.m., Hinson Campus Center, Conference Room A

Bonnett has created posters and flyers for the event. They will be posted around campus starting Monday, April 20th.

Actions:

Karl: get more A-frames

Keith/Devin: set up A-frames, bring duct tape

Veronika: Bring cardboard to attach posters

Kristin/Karl: bring clipboards to SMP event

Bonnett: Large size poster and electronic version for projection, coordinate getting event on Billboards, get two tables from Patrick

Julie: Coordinate AV, Student section on web page, PGA credit – sign up sheets, certificates

Poster/flyer set up locations:

Devin, Keith, Shane, et.al.

Bookstore, Student and Community centers, L-36, L-Quad, Campus Center, glass display near coffee place, A&R, Mail room, Lot E near Science Center, Lot C NW by walkway, North entrance crosswalk, entrance from parking garage near Phys Ed., Grassy area outside PSME

Veronika: Kirsch Center, Monte Vista High

Karl: Planetarium

Ralph: McClellan ranch

Next planning meeting: April 21, 2-3 p.m., Kirsch center.

CEAG meeting minutes:

Voted to approve Bonnet's logo #2, to be unveiled at SMP event.

April 23, 4 p.m., rehearsal for SMP event.

Actions:

Devin: Flip charts/easels, pens, sign-up sheets

Joe: send e-mail to invite Stars interns

SMP event Agenda:

1:25-1:30

Video

1:35-1:45

Brian Murphy

- Vision

- Introductions – Erin Cooke sustainability coordinator for Cupertino

1:45-1:55

Kristin/Karl/Bonnett

- About CEAG

- Why?

- Accomplishments

- Show & read policy

1:55-2:05

Julie/Kristin

- About SMP

- Plan development process

- Show and discuss page 10

2:05-2:15

Joe/Keith/Veronika

- About STARS

2:15-2:35

Break-out session

- Brainstorm how to proceed

2:35-2:50

Bonnett/Keith

Report from breakout session and wrap up presentation

2:50-3:00

Sign up volunteers