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 wriddle@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