

Skyline College Ceramics Club

Minutes
 Saturday, September 10, 2011
 Ceramics Room 1-1103
 10 – 11 am

MEETING CALLED BY	Tiffany Schmierer
NOTE TAKER	Barbara Frauman
ATTENDEES	16 Club members

Agenda topics

TOPIC: CLUB OFFICERS FOR 2011-12

DISCUSSION	A discussion about officers to be installed ensued.	
CONCLUSIONS	Victoria made a motion and was seconded and agreed: President: Jeff Richards-President VP: Stephanie Clemons Secretary: Barbara Frauman Treasurer: Jeannette Borgo	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
\$5 Dues to be collected by Jeanette (envelope in Tiffany's office)	Jeanette	ASAP

TOPIC: SOCC MEETING RECAP

DISCUSSION	Stefanie attended the SOCC meeting. Our club will be requesting \$500 to fund EB and a visiting artist. EB was presented to the SOCC members. Dates for Holiday sale Dec. 6-8th were also introduced to the committee.	
CONCLUSIONS	Stefanie will attend the next SOCC meeting and turn our agenda item for funding request.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

TOPIC: EMPTY BOWLS PROJECT

DISCUSSION	Set for: Nov. 2 – 6-8pm. We are doing great – need 40 more bowls. Jude Navari's voice students will be back and Tiffany asked the instrumental music teacher to get some students to play as well. Zan will MC. Cappuccino High students will donate pieces. Zan is checking with guitarist from last year. Gaby may also provide some entertainment. For raffle, Stefanie suggested a \$10 gift certificate for the EB.	
CONCLUSIONS	Need to assign job categories. Raffle (small items) to be held at EB. Use left over soldate 60 from EB to make things for the raffle table. Jeanette and Victoria volunteered to do PR. Confirmed: Spark Point Food Pantry will be the recipients of the funds collected at EB; Pacific Dining doing soup (with an increase to 300 people).	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Deadline Oct 1 for cards/posters design update	Erica	Oct. 1

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Sale of Tickets begins	All members	Oct. 10
Ask new music teacher if he has a group or can provide music	Tiffany	ASAP
Fix price of raffle tickets (\$5 for 6 tix?)	All members	ASAP
Buy/arrange flowers (\$100 budget)	Victoria	Nov 1-2
Contact (niece) @radio station for PR	Stefanie	ASAP
Spoons	Tiffany & Stefanie	Nov 2
Check with SOCC for soda/water donation	Stefanie	Next SOCC

TOPIC: HOLIDAY SALE

DISCUSSION	Date set: December 6-8. Set up on Monday December 5. Day/Eve slots w/b available.	
CONCLUSIONS	Facilities contract set up/confirmed by Tiffany.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Work on flyer design (unload kiln pix?)	Stefanie & Tiffany	ASAP
Make table cloths out of white sheets	Stefanie	ASAP

TOPIC: CAA

DISCUSSION	Reception at Fort Mason on Thursday. Tiffany has some free passes. Tour on Saturday at 1pm.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Advise how many free passes/tickets needed	Tiffany	ASAP

TOPIC: FINANCE/STUDIO NEEDS

DISCUSSION	Have \$1030 balance in bank. Need to spend some.	
CONCLUSIONS	Studio suggestions: heavy duty turn table (2@\$120); hand-held mixer for slips; pouring/measuring cups, 2 more trays; visiting artist (to be named). Victoria made a motion to approve the suggestions; seconded and approved.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

**TOPIC: ANNOUNCEMENTS & NEXT MEETING
 AGENDA ITEM**

DISCUSSION	Discuss a visiting artist for the spring.
	Victoria said: she will be in a group show (Oct) at the Sanchez; September 15 show at Skyline; and there will be a Day of the Dead show (anyone can enter) at Skyline (not yet announced).

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