### 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  
VP: Stephanie Clemons  
Secretary: Barbara Frauman  
Treasurer: Jeanette 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.

**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
# Skyline College Ceramics Club

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

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

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<tr>
<td>Work on flyer design (unload kiln pix?)</td>
<td>Stefanie &amp; Tiffany</td>
<td>ASAP</td>
</tr>
<tr>
<td>Make table cloths out of white sheets</td>
<td>Stefanie</td>
<td>ASAP</td>
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**TOPIC:**  
**CAA**

**DISCUSSION**  
Reception at Fort Mason on Thursday. Tiffany has some free passes. Tour on Saturday at 1pm.

**CONCLUSIONS**

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<tr>
<td>Advise how many free passes/tickets needed</td>
<td>Tiffany</td>
<td>ASAP</td>
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</tbody>
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**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.

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**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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