

ERC Lounge Friday May 13, 2011 11:00am – 12:00pm

Meeting Minutes for CSC Event Proposal

Next meeting:

ERC Lounge Friday May 20, 2011 11:00am – 12:00pm

Attendees: Madana Cast, Carolyn Rodriguez(out sick), Michelle Neumann, Blanca F., Lucio Ramirez(out sick), Chelsea H., Rebeca

Announcements:

Proposal is turned in. The feed back received so far sounded positive. The interview went well. Some feedback received was that the honorarium may be too much by their standards.

Discussed the workshops and speakers info. We need to ask when they want to be paid and to send them our dates.

We will update our website one a month with the minutes and agendas. Lucio will do this.

Here is a list of who will be around for Summer: Madana C., Carolyn Rodriguez, Carolyn D., Lucio Ramirez, and Blanca F. possibly. Therefore we can still continue meeting to discuss payment to speakers, workshops and building rental, etc. for fall.

Additional Funding: (refer to agenda) We need additional funding to cover travel, lodging, services, etc for our speakers. Potential Funding will come from a co-sponsorship with those listed.

Task assigned: Contact for co-sponsorship. The Carolyn's discussed possibilities that are listed.

Stevenson and Cowell – Blanca F.

College 8 and The Student Environment Center – Michelle N.

Environmental Studies Department – Rebeca

Care Proposal

College 9 and 10

Merrill

Will have Student Group train us how to separate the trash for the event.

Donations:

So far we have letter. Now we need to research various companies, organizations, etc. to donate to our event. We will all put together a list collectively with addresses. We will set up a mailing day and will follow up with a phone call afterward.

List made at meeting:

Trader Joes, Whole Foods, New Leaf, Staff of Life, Odwalla, Homeless Garden Project, Palace Arts, Cost Plus, Cliff Bars, State Parks

Booking/Donations

Booking should be done +2weeks ahead of event or even +1month to save money. Discuss with speakers to ensure they are able to confirm travel plans.

Lucio will contact with Chris Peters and Tom Goldtooth

Michelle will contact sustainable works.

Event space cannot be booked until September as far as we know currently. This will be taken into consideration. Various backup plans will be set to compensate for changes in original plan.

Publicity/ Deadlines

(refer to schedule for posters and flyers)

We need to know how much materials are needed. Also will have handbills. Also will promote in the school newspaper.

To do: Seek additional funding. Co-sponsorship.

Donations Contact List.