

1. Japan Symposium
  - Tia will contact them to confirm which date
  - Connie will get the permit once the date is confirmed
2. Projector
  - Tia will contact Suran to ask about mounting one to the ceiling
  - The Epson Powerlite Home Cinema 8345 1080p 3LCD projector (\$819)
3. Aprons
  - Aprons came in, need a place to store them (maybe coat hanger)
  - Brynn will see about contact sheets for Logo
  - Tia will look into making buttons from the GCSU for Lunik Co-op as a temporary solution
4. Meeting Time
  - Bi-weekly Tuesdays at 7pm (alternating on nights without Late Night Lunik)
  - Online with google hangouts (Need to get a webcam)
  - On off weeks (Late night Lunik weeks), coordinators will set up one-on-one collaboration meetings
5. Open and Close Schedule

OPEN: Mon.=Brynn?, Tue. =Michelle or Tia, Wed.=Brynn Thurs.=Volunteer (Tia asks volunteers, Brynn asks Andy or Christy) Fri=Tia

CLOSE: Mon.=Volunteer/Go Safe/Emily?, Tue.=Connie, Wed.=Michelle, Thurs.=Emily, Fri.=Tia
6. Student Art Exhibition Rotation
  - Michelle will make a wanted ad for positive space art
7. Clubs day
  - Tuesday, January 13th 11:30am-3:30pm Brynn, Michelle and Tia volunteered
  - Tia will share a schedule to sign up on and come up with a time for training
  - Set-up with buttons, an e-mail sign up list and samples
8. Gardening
  - After frost, take out fence
  - Have a sign that says Community garden and signs with labels about plants
  - Signs that make people want to volunteer or get involved
9. GWTC Andrea Gibson
  - Waiting to have a collaborative meeting
10. Volunteer Kiosk
  - Search for new table, something antique from thrift store or Ikea

- Signs around, collaboration with Lion's Den
- Make it look more cozy

Deliverables:

Brynn

- See about Contact Sheets for Ironing on logo onto the Aprons
- Follow-up with Computer
- Ask Andy and Christie about opening on Thursday mornings
- Look out for security updates
- Meet with other Coordinators on off meeting weeks

Connie

- Look out for permit dates
- Work with Tia on finding a table/desk/booth/bench for the kiosk
- Meet with other Coordinators on off meeting weeks

Michelle

- Look for a new drill
- Personal project for getting student art exhibition
- Meet with other Coordinators on off meeting weeks

Meghan

- Do Surveys
- Meet with other Coordinators on off meeting weeks

Emily

- Organize Drive
- Meet with other Coordinators on off meeting weeks

Tia

- Contact Kelly (Symposium), Suran (Projector), Maia (Position)
- Make a Clubs day schedule
- Work with Connie on finding a table/desk/booth/bench for the kiosk
- Meet with other Coordinators on off meeting weeks