



## Meeting Agenda

**Date: November 8, 2011 at 6:30pm.**

**Present: (circle who is present)** Terry Sampson, , Ralph Marino, Greg Pithouse, Rachel Fischer, Stephen Farkas, Julie Collins, , Bob Jacobs

1. Terry welcomed everyone and called the meeting to order at 6:40pm.
2. Minutes from last meeting read by Julie.

No changes or revisions needed to these minutes.

Motion made by Stephen F to approve last month's minutes.

Second by Bob J

3. Business Arising:

Topic	Discussions
1. January's Mtg.	Group would like to have January's Meeting at an earlier time (5:pm) in hopes to have larger attendance. This way people would be able to use the transit to get to the meeting. Group is going email md to see if we could order pizza.
2. Fundraising	Group is emailing Marg F. to ask her to come to January's mtg to discuss any fundraising barriers that may arise.
3. Future meeting dates	All meetings are scheduled for 5:00pm at 615 Industrial Dr. - January 17, 2012

	<ul style="list-style-type: none"> <li>- February 29. 2012</li> <li>- March 29,2012</li> <li>- April 25, 2012</li> </ul>
4. Office Space	Group members are very appreciative thankful for the new office space. Also a group email address, AIM@clfe. Thanks to Michelle for all the hard work!
5. Terms of reference	Group members would like C.L.F.E. to provide information on terms of reference in plain language.

5. Next meeting is scheduled for **January 17, 2012** at **5pm**.

Meeting adjourned by Terry and second by Stephen F.

Minutes taken by the Rachel Fischer.