



Buildings & Grounds Committee
 Meeting Notes #5
 August 19, 2008
 Bio-Health Conf Room
 4:00 – 5:00 p.m.

Attendees:	Email	Phone
Janice Carr*	carrjanice@fhda.edu	650-949-7613
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Denise Perez*	perezdenise@fhda.edu	650-949-7256
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Brenda Visas*	davisvisasbrenda@fhda.edu	650-949-7033
Russell Wong	wongrusselll@foothill.edu	650-949-7040
* indicates attendance		
CC: President's Council		

Item #	Description	Responsible	Complete
5.7.3	8/20/08 Mission Statement: Membership paragraph reviewed and accepted. B. Visas to include paragraph in Mission Statement. (Attached)	B. Visas	In Progress
5.7.5a	8/20/08 Campus Posting & Event Advertising – A draft of the current AFSC Publicity Code was distributed to the Committee for review and suggestions. The majority of the meeting discussed changes (Attached) and possible locations. The Committee felt they could not approve for recommendation the document or final locations and asked that it be on next months agenda. This will delay the installation of the additional boards until after the start of school. Public bulletin boards were also discussed, although final quantity or locations were not determined.	B. Visas – Revise with latest changes for next meeting agenda.	In Progress
5.7.5b	Interactive Kiosks –Locate actual users for site visit, investigate cost and implementation requirements.	A. Stenger	In Progress
7.16.3	Next Meeting – Tuesday, Sept 30, 2008, 2:30-3:30 p.m. President's Conference Room 1901.	Information	