

Seconds (they're shorter than minutes) Dec. 8

1. ~~A~~ Contracts - Anansi
 - typesetting for Lehmann's (Guelph)
 - Federation's cultural mag.

~~Christmas~~
~~Lesley - all the time (mostly)~~
~~Barry -~~

2. Press Porcepia Porcepia
 - wants us to do 2 books (Mike McDonald)
 - in Jan. 1-519-833-9158 (after 6)

326 $\overline{)100.}$
 960
 1400
 1280
 120

3. Scheduling

<u>Sat</u>	<u>Mon.</u>	<u>Tues</u>	<u>Wed</u>	<u>Thurs</u>	<u>Fri</u>
10 AM - Bill	6am - Bob	10am	10 AM	10 AM	10 AM
Kevin	winnie	Lesley			

Nick & Brenda to do more comprehensive schedule

4. CFY & LIP - Mike figures we should apply for something. We should talk to Manooq. Other alternative for money this summer are straight jobs

- Op - garage
- day care center
- photography book
- press

6. - Systematic use of 2961

- general feeling that 2961 should be used the same way by everybody & fonts should stay on the same mail
- also, tapes should be more orderly
- we need more clothes pins

7. New Equipment

- Lizzie enthusiastically wants a vacuum cleaner
- Mike agreed to check prices on vacuums & air blower
- " also wants to buy a big paper cutter to cut copy with & build a flat table to dry copy on.
- Radio - Mike will check prices for an AM-FM radio so graveyard folks won't go wrong

10. High School Paper - paper for Black student movement folks from Dartmouth, N.S.
* agreed to do at same rates as E.C.W.

13. UIC - people should be wary of new UIC regs.

11. Waxer - should be cleaned & serviced. Roddy & Bill will do it.

X ~~12~~ Groups - John & Candy don't got a group no more but will check it out & may end up being absorbed by the other groups.

15. Group "?" proposal - new system of docketing & copy flow - see Appendix "A" or ask Lesley or Bill - generally agreed its a good idea if it works. Bill & Brenda will do it, and Liz doesn't understand it.