PEACE OFFERINGS
COMMITTEE MEETING
FEB 6, 1995

Agenda

Evaluation:
Last Year Overview
Financial Review

New Ideas:
Events
Advertising
Tabling
Displays
New Merchandise
Office Projects

Proposals:
Budget for 95
Promotion for Feb, Mar, April
Other

Next Meeting:
When
Agenda Items
Peace Offerings
Review of 1994

Staffing: Staffing hours were reduced from about 35/hrs a week in 1993 to 20/hrs a week from January to June and 25/hrs a week from June to Sept. In September we increased hours to 45 a week.

We are currently at 25/hrs a week. Ruth is working 15/hrs and is responsible for all aspects of the store such as ordering, promotion, and recordkeeping. Kim is working 10/hrs a week and is responsible for all the daily finances and making sure the store is staffed.

Promotion: Most of the promotion for '94 was done in the fall and early winter. Ads were placed in the Coop Scoop, Holistic Guide, the Old Songs Program, Citizen Action Program Book, HHAANYS Program Book, Community Newsletter, WAMC, REEL Visions Program Book, BCHS Program, Metroland, and the Women's Building.

In the fall we did two mailings to the Peace Offerings List and sent a Catalog to the entire SJC list. We helped organize a large event in November which raised $2,000 for the Center. In August there was a Women of Color Poetry Reading, and CEC, and HAC had events at the store. We tabled at Clearwater and Old Songs last June.

Finances: Our financial situation is better at the end of '94 than it was at the beginning of the year. We have a larger inventory and were able to pay off the loses of 1993. We raised less than we had hoped this year but our expenses were less so we ended up the year in good shape. Since October our sales have been consistently higher than the same months in 1993.
### Peace Offerings Outline for 1995

<table>
<thead>
<tr>
<th>Month</th>
<th>Event(s)</th>
<th>What we can do</th>
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<tbody>
<tr>
<td>Jan</td>
<td>MLK Day</td>
<td>Sale store wide &amp; on Clothes Post card mailing inventory</td>
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<td>Feb</td>
<td>Valntines</td>
<td>Sale on Jewelry Post card mailing Dance Flurry</td>
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<td>Black History Mo</td>
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<td>Mar</td>
<td>Women's Mo</td>
<td>Women's Political Caucus event Newsletter 1 Bowlatlon Women's Drum event Do spring flyer for neighborhood Update Volunteer info</td>
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<tr>
<td>April</td>
<td>Earth day</td>
<td>CEC event Earthday event</td>
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<td>Easter</td>
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<td>Passover</td>
<td>Spring Cleaning Research new &amp; old vendors</td>
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<td>May</td>
<td>Mother's Day</td>
<td>Storytelling event</td>
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<td>Mexico day of dead</td>
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<td>Pinksterfest</td>
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<td>June</td>
<td>Gay Pride</td>
<td>Clearwater Old Songs Newsletter 3</td>
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<td>Fathers day</td>
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<td>July</td>
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<tr>
<td>Aug</td>
<td>Back to school</td>
<td>Peace evnet Ordering for holidays</td>
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<td>Hiroshima</td>
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<td>Peace Month</td>
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<tr>
<td>Sept</td>
<td>Laborday</td>
<td>Mailing to teachers Newsletter 3 Mailings to various lists Work on holiday ads</td>
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<td>Back to school</td>
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<tr>
<td>Oct</td>
<td>Native Am Mo</td>
<td>Native american event Do flyer for holidays'</td>
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<td>Nov</td>
<td>Elections</td>
<td>Newsletter 4</td>
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<td>Dec</td>
<td>Day w/o Art</td>
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<td>Human Rts day</td>
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<td></td>
<td>Holidays!!</td>
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Peace Offerings Tasks

Order films
Order the magazine
Order jewelry
Research old suppliers
Find new suppliers
Files
Inventory
Computer entry / upkeep

Volunteers

Recruitment
Training
Prepare Materials
Annual Party!!

Promotion

Ads
Events
Media
Window displays
In store displays of merchandise
Cultural educational displays
Newsletters & Mailings
Tabling at events
Bulletin Board/ community shelves/ calendar

General

Staff Store / reception for sjc
Daily finances
Schedule volunteers
Order supplies
Monthly Financial reports...
Peace Offerings meetings / SJC meetings
Maintenance/Repair...