

Date: August 3, 2017 @ 2 PM

Attendance: Radu, Flavius, Sandu, Iacob, Matt, Monika, Anja, Jeff, Mario, Yoshi, Cipi, Iacob, Nicu, Robi, Francis, Peter

WHO	DOES WHAT	BY WHEN
Cipi	Binder for edge tape Organized alphabetically by PO name. One sheet of paper/job; include: PO name, staple small edgetape sample with item#, supplier & section (bathroom, kids desk, laundry, spice kitchen, entertainment unit ETC.)	August 6
Monika	call electrical to hook up Belfab	August 8
Iacob	build a skirt for the Belfab	August 8
Peter	Toolshed - To be put under the "missing stairs"	August 8
Francis	Give Cipi a Drill	August 8
Francis	pick up rack for storage hardware from Hi cube	August 8
Monika	Receiving sticker to prohibit people from just dumping packets	August 8
Monika	10 minute meeting minute template	August 8
Francis	Figure out who needs mops and or shopvacs	August 8
Matt	Make sure check lists follow the deficiency lists	ongoing
Cipi	will fix all the wires from the CNC floor when he comes back	August 31
Cipi & Mario	Build another rack for edge tape	September 15
Monika	Buy dust hood for chop saw	August 15
Maintenance	□	□
Washroom cleaning	Everyone takes turns	Starting August 4 with Monika
Monika	Food list for Manning park	August 15
Monika	Make washroom cleaning sign up sheet	August 8
Monika	Meeting minute binder which will be in staff room	August 8

1. Roby and Violeta check the list for sizes make sure drawing corresponds with cabinet list

2. do not blow air anymore. only to be used for small amounts to clean machinery and tools but not the floor area.its a health and explosion hazard
3. Don't be ashamed to ask for directions never assume. The whistler mishap at blueberry cost us \$1,000
4. Francis worked it out (\$400 per km, installer waiting out of town 3 hours pieces redone retained extra hotel edta meals)
5. Vacation

Go to www.sofokitchens.com/calendar

Password is Sofo123

- check the dates that are available
- no more than 2 people away at the same time
- send email to Monika and Flavius with the dates you wish to have off and Monika will put them in the calendar.

PLEASE NOTE

*** Matt, Iacob, Flavius and Radu cannot have vacation at the same time

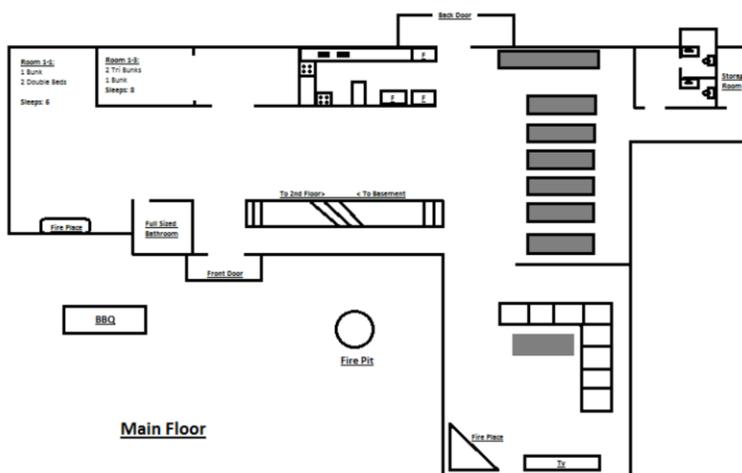
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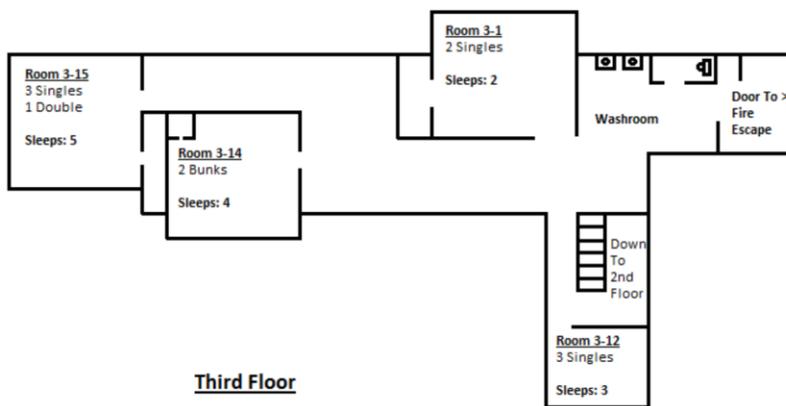
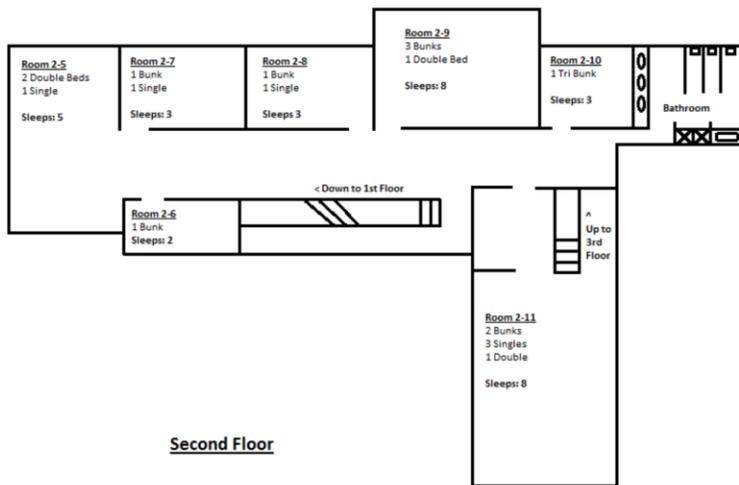
*** vacation is on a "first come, first served" basis.

7. Manning park Aug. 20-23 if you attend you're paid, if not, use your vacation time or unpaid.

There are 13 bedrooms available

~The Last Resort~





Bed Totals:

- # 12 Bunks
- # 3 Tri Bunks
- # 14 Singles
- # 7 Doubles

Food and alcohol will be pot luck (everyone brings something) there will be a sign up sheet shortly

8. last few jobs went out really good Pascal (nothing coming back all good) last jobs were cleaner more complete

