



Irene Gomez-Bethke Papers.

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EXECUTIVE DIRECTORS REPORT

July 10, 1980

* I.R.S. - Fiscal Agent (Urban Coalition) confusion on payroll taxes.

* Sponsorship of Cuban refugee's — application form —

* C.D.B.C. - Oral presentation 6'23'80 — CLIC \$200, M renovation

* Volunteery Action Center - MGMT Phone Keji, Financial-Ed. Hall

* Accountant - Doug Ashberger Bob Buckner (3-5 yrs -)

* Metro council on aging. Refund to Metro Council — \$3000.00

* Rehab - Jean Vilas 180,000.00 Handicap accessible — 2 ramps - basement

* H.E.M. - C.D. 1/2 house proposal. Henn. County funds

* Economic Development - Food Manufacturing (Mexican)

* United Way 1981 projected budget request: \$96,203.78 + 52,037.32 = \$148,241.10

* Hennepin County 1981 Budget request due July 15, 1981 approx. (116,000.00)

Ad - \$20,000 - Van - \$4M 1980

✓ R. Flores - asked Board for support

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Irene

EXECUTIVE DIRECTORS REPORT

FROM: DONN VARGAS

TO: BOARD OF DIRECTORS

1. HENNEPIN COUNTY CHEMICAL DEPENDENCY ALLOCATIONS PRESENTATION 9-8-80
2. UNITED WAY ALLOCATIONS PRESENTATION 10-9-80
3. COMMUNITY DEVELOPMENT BLOCK GRANT OF MINNEAPOLIS PROPOSAL - STATUS
4. CUBAN REFUGEE SPONSORSHIP APPLICATION STATUS
5. REVISED MISSION STATEMENT FOR CENTRO CULTURAL CHICANO

EXECUTIVE DIRECTORS REPORT

October 9th, 1980

DONN J. VARGAS

1. Status of Hennepin County Proposal for 1981.
2. Report on the United Way allocations paanel presentation.
October 9th, 3:00 p.m.
3. Status of the United Way Proposal, 1980.
4. REport on seminars attended.

/cr

CENTRO CULTURAL CHICANO

1800 Olson Memorial Highway
Minneapolis, Minnesota 55411
(612) 374-2996

EXECUTIVE DIRECTOR'S REPORT

July 3, 1979

First of all, I would like to address myself to the Board of Directors questioning the obtaining of Centro's applicants' references. The following is a summary of my findings.

- I did not contact Mrs. Penny Cervantes' personal references in Texas, however, I did interview her prior to the Screening Committee's personal interview with her. Mr. Jose Gaitan provided a supportive letter as well, and Mrs. Lolly Smith offered her observations and recommended her highly upon reviewing her resume and speaking with her personally before her arrival in Minneapolis.
- Mr. Keyes was Donn J. Vargas' personal reference and he stated that Donn had superb credentials and work experience.
- Lee Bowman's reference was Mr. Pedro Roybal who had encouraged Lee to apply for the position of Program Counselor. He felt Lee was capable of handling the job, if given the opportunity.

If you have any questions regarding the above, please do not hesitate to contact me.

Secondly, the firm of Bailey & Calof, CPA's, have examined the balance sheet and records of Centro for 1978. In their opinion, the financial statements present fairly the financial position of Centro Cultural Chicano as of December 31, 1978 (a clean bill of health, in other words). The Chairman has reviewed this report and a copy will be given to the rest of the board members at a later date.

Thirdly, in March, 1979, I had previously informed the Board of Directors that I was in the process of organizing a statewide presentation in behalf of Centro to which a segment of the business community would be invited. That program took place on June 27, 1979, however, I was unable to present my report concerning this presentation to the Board at our June 14, 1979 meeting due to my father's death. Notices were sent to all Board Members informing them of the presentation in the hope that some of you would be able to attend. I would like Sr. Ed Villalon and Sr. Tony Arellano to give a summary of that presentation.

IS CO-SPONSORED BY THE MINNEAPOLIS COMMUNITY ACTION AGENCY

I have requested written responses from the foundations' representatives concerning the program.

Fourth, the United Way of Minneapolis Board of Directors approved funding for the Centro at its June 26, 1979 board meeting (article attached). The amount granted is sixty thousand (\$60,000.00) dollars and includes a one-year grant of five thousand (\$5,000.00) dollars to purchase overall management assistance from Catholic Charities.

Informal staff conversations have been held with Monsignor Boxleitner, Executive Director, Catholic Charities, Ms. Betty Davidson, a staff member of United Way and myself, to determine the possibility of their agency providing management assistance to the Centro.

There are plans for more formal discussion of ways in which Catholic Charities could become more involved with the Chicano/Latino community and more specifically, with the Centro.

Msgr. Boxleitner has been most gracious and cooperative in discussions about ways in which Catholic Charities can give overall support to the Centro, through such services as board development and training; personnel policy development; program development; training of volunteers and any other assistance needed to provide guidance and direction to our agency.

The management expertise of Catholic Charities is well-documented. I have indicated pleasure at the possibility of receiving help from them.

Fifth, Mr. Beech, Executive Director, Minneapolis Foundation, has asked me to select one person to attend the 1979 "Itasca Seminar" as a guest of the Minneapolis Foundation.

I have attended the 1978 Itasca Seminar and I found it to be very interesting. Presently, I would like a Board Member to attend for 1979. I do not object to going again, however, I would like to give another person the opportunity.

Please note that the seminar begins with the departure by bus from Minneapolis at 8:30 a.m., Monday, September 24, 1979 and concludes with the return to Minneapolis at 4:00 p.m., Friday, September 28th. It is important that participants commit themselves to attending the entire seminar.

Attached is some information for your use in contacting the person you wish to select.

Six, concerning the three at-large positions on the Centro Cultural Chicano Board of Directors, it is my hope the Board will allow two of those positions to be filled by members of the business community.

After discussions with board member Eduardo Villalon, we'd like to submit the name of Mr. Jon Pekel, Director of Corporate Responsibility, Green Giant Company, for one of the at-large positions.

Executive Director's Report, pg. 3

Seventh, The Board of Directors should be prepared to negotiate the take-over of this building with the MHRA. A meeting has been set up for July 17, 1979, at 1:00 p.m. at Centro Cultural Chicano. Of immediate concern is: security, maintenance and funds for purchase of this building.

PLEASE NOTE: I have informed our Chairman that I will be unable to attend the July 12, 1979 Board of Directors meeting because I will be out of town on vacation.

Respectfully submitted,

RICARDO NEVILLES,
Executive Director

RN:pc

CENTRO CULTURAL CHICANO
STATEMENT OF INCOME AND EXPENSES
JUNE 1, 1979 TO JUNE 30, 1979

INCOME
\$6,061.68

JUNE ACTUALS
Money requested (UCM)

EXPENSES

SALARIES	4,353.81
PAYROLL TAXES	266.88
EMPLOYEES HEALTH INSURANCE	
OFFICE SUPPLIES AND XEROXING	25.47
PRINTING AND PUBLICATIONS	
POSTAGE	
TRAVEL	25.00
PROMOTIONAL EXPENSES	84.21
FEES/SUBSCRIPTIONS	1,685.00
EQUIPMENT RENTAL	169.87
PHONE	
RENT	400.00
MISCELLANEOUS	5.79
SENIORS PROGRAM	
TOTAL	<u>\$2,395.34</u>

INCOME
\$918.64

JUNE ACTUALS
Plymouth Bank

EXPENSES

PRINTING	47.08
TRAVEL	13.00
PROMOTIONAL EXPENSES	459.93
FEES/SUBSCRIPTIONS	45.00
MISCELLANEOUS	10.00
EQUIPMENT RENTAL	41.00
TOTAL	<u>\$616.01</u>

Centro Cultural Chicano
Executive Directors Report
March 8, 1978

1. We made the deadline for the United Way proposal. They had problems with our budget.

Inside Information on this subject:

United Way's Campaign for Funds last year got \$ 100,000. dollars. They received over a million dollars in requests from both new and existing agencies, yet were able only to allocate \$50,000. for the funding of new/expanded programming. In short, they felt the \$82,428. we requested was too high an amount, and our priorities (individual and organizational advocacy) were not ranked in their two (2) top priority groups, we fell under their fourth (4) ranking which means we will not get high consideration. In view of this, I adjusted the budget to \$23,996., so we at least can out foot in the door.

2. Reviewing of Personnel Policies and Practices has been completed with all our staff.
3. We have been made aware of the availability of funds for Non-Profit Organizations to provide transportation to the elderly and handicapped. \$382,000 has been allocated to the State of Minnesota for this purpose. The deadline for this proposal will be March 31, 1978. My question! What shall Centro request, one or two vans, cars, etc. *\$ 4,000.00. 1 car -*
4. We have contacted (by mail) nine (9) people, and asked them to serve on the Search and Screening Committee for the new jobs. We are awaiting their response.
5. We have received nine(9) resumes for the Research Associate Position, and four (4) applications for the Community Advocate position.
6. The proposal for second year funding for the Seniors Program has been submitted to the Metropolitan Council.
7. I am still working on proposals to other foundations.

EXECUTIVE DIRECTORS REPORT

* METROPOLITAN COUNCIL REPORT

REFUND OF FEDERAL MONIES

3 ep -

* BANK ACCOUNT FOR SENIORS PROGRAM

\$ 3,000.00

* SPONSORSHIP PROGRAM OF CUBAN REFUGEE'S

No
Legal

fundraising
Donations

No Documentation
Moral obligation
withdrawals -
1st. Mpls. Bank -

Use Alternative

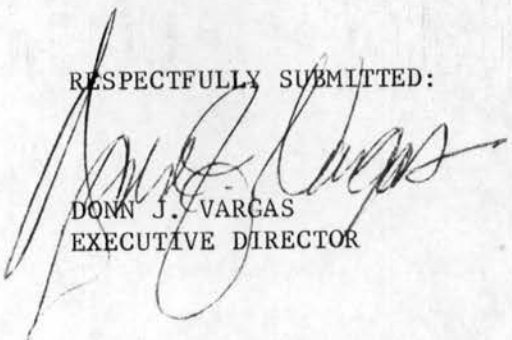
United Way Kiichoff Reception
mt - Director - Sept. 4 - 1980
Arch - Hall - Breakfast - 7:00 AM

Collection of Funding
letter to thank Ricardo Cervantes
Rudy Pacheco

CENTRO CULTURAL CHICANO
EXECUTIVE DIRECTORS REPORT
11-11-80

1. SALVADOR VALDOVINOS WILL BE PROSENTING THE LAST SEGMENT OF THE STAFF TRAINING PROGRAM ON DECEMBER 1, 1980. THE TOPICS THAT HAVE BEEN PRESENTED THUS FAR ARE STAFF RESPONSIBILITIES AS OPPOSED TO BOARD RESPONSIBILITIES, STAFF COMMUNICATION USED A A CROSS REFERENCE TOOL, STAFF AND BOARD INTERACTION, AND STAFF AND CLIENT PROCESS AND PROCEDURE. THE LAST SESSION WILL BE TO REVIEW ALL TRAINING SESSIONS AND EVALUATE TRAINING FORMAT. IN MY OPINION, STAFF DEVELOPMENT TRAINING SHOULD BE AN ANNUAL EVENT FOR ALL STAFF AND INCLUDED INTO ANNUAL BUDGET.
2. THE UNITED WAY WILL BE NOTIFYING ALL PARTICIPATION AGENCY DIRECTORS ABOUT THE AMOUNT OF MANEY THAT HAS BEEN ALLOCATED TO EACH AGENCY BY THE END OF NOVEMBER.
3. THE UNITED WAY SHOULD ALSO INFORM ME ABOUT THE TARGET POPULATION PROPOSAL AT THE SAME TIME THE OTHER NOTIFICATION IS SENT.
4. HENNEPIN COUNTY HAS SENT ME A PRELIMINARY CONTRACT FOR MY REVIEW. I AM TO READ IT, MAKE COMMENTS OR CORRECTIONS IF NECESSARY AND SEND IT BACK. I HAVE YET TO MEET WITH HENNEPIN COUNTY C.D. PROGRAM STAFF BUT I EXPECT IT WILL BE VERY SHORTLY.
5. THE COMMUNITY DEVELOPMENT BLOCK GRANT (C.D.B.G.) PROPOSAL FOR (223,000.00) TWO HUNDRED AND TWENTYTHREE DOLLARS HAS A GOOD CHANCE OF BEING APPROVED. I AM CURRENTLY IN THE PROCESS OF LOBBYING FOR IT'S APPROVAL. I WILL BE SENDING LETTERS TO THE ALDERPEOPLE AND I INTEND TO MEET WITH MARK KAPLAN, THE CHAIR OF THE C.D.B.G. ALLOCATIONS COMMITTEE IN LATE NOVEMBER.

RESPECTFULLY SUBMITTED:



DONN J. VARGAS
EXECUTIVE DIRECTOR