



Irene Gomez-Bethke Papers.

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Centro Cultural Chicano
Minutes of Executive Committee Board of Directors Meeting
July 1st, 1980

Present: Irene Bethke-Gomez, Rafael A. Esparza, Albert Garcia, Eduardo Villalon

Staff present: Donn J. Vargas, Executive Director

- (1) The concept of Board and staff development was approved with the stipulation that the cost of copying materials was shared by Salvador Valdovinos, president of "A Partnership Experience Workshop."
- (2) It was moved that a sub-committee be developed to include constituency advisory in the Membership Committee.
- (3) The first Wednesday of every month will be the deadline for committee reports to be typed up and distributed.
- (4) It was moved that amendments to the by-laws be included as an item of discussion on the agenda for the July 10th meeting. Motion carried.
- (5) It was moved to develop a charter defining the authority purpose and role of the Advisory Board to Centro. This charter should stipulate community and Board development.
- (6) The question of sponsoring Cuban refugees was discussed and it was decided that Centro would sponsor two adult males and provide them with support services re: employment, housing and counseling. This was put in the form of a motion and passed 3-0-1.
- (7) Donn Vargas stated that he felt there was a need to appraise the condition of the building before Centro Cultural Chicano entered into contract with M.H.R.A. He said he would keep the Board and Executive Committee informed of this situation.
- (8) The committee structure submitted by Eduardo Villalon was accepted and endorsed to present to the full Board for approval. Motion carried unanimously.
- (9) Albert Garcia requested that work space be designated to the committees for storage of materials and information that is to be part of the assignment. Request granted pending full Board approval.
- (10) Meeting adjourned 9:00 PM.

*Consent
slip
Victor*

Centro Cultural Chicano Board Committees

1. Building, Research, Development & Programs

Chair: Marcela Trujillo

Members: Elena De Voto, Irene Gomez-Bethke, Manuel Guzman, John Pacheco, Ramon Rocha

2. Public Relations

Chair: Irene Gomez-Bethke

Members: Alfredo Garcia, Marcela Trujillo

3. Personnel

Chair: Albert Garcia

Members: Rafael Esparza, Alfredo Gonzalez

4. Membership

Chair: Ramon Rocha

Members: Albert Garcia, Manuel Guzman

5. Finance

Chair: John Pacheco

Members: Elena De Voto, Marcela Trujillo

Finance Committee Report

Sept. 2, 1980

Process to follow on Seniors' Account:

1. J. Pacheco and L. Smith will talk to Bob Buchanon (accountant) re:
process of polling deposit/withdrawal slips from computer
2. No more than \$30.00 (three hours of labor) will be spent for #1
3. If there are any discrepancies, Tony Arellano will be called
4. A final decision is pending the outcome of 1-3

John Pacheco will be the chair of the Finance Committee.

Agenda for Public Relations Committee
5:30p.m. 7-23-80

1. Election of Vice Chair/Secretary
2. Master plan for Centro for promotion
3. Nominations for recruitment (Public Relations Committee).
4. Old business
 - a). Insight
 - b). Northern Cable Vision
 - c). Hispanic Conference
5. New business
 - a). KQAN
6. Staff Report

Minutes of Meeting

1. M.T. moved to table the election of Sec/Vice person to next meeting or until more members are recruited.
-A.G. seconds- motion carried
2. Committee Plan for Public Relations for Centro.
 - a). Agency Brochure
 - b). Newsletter 1. Standard format 2. local, metro/state news to be included.
 - c). Need to get a better mailing house.
 - d). Sell ads and update chart and board members.
 - e). Improve circulation, project 50,000 residents *To be served.*
 - f). Develop media, radio programs and television programs *plus format*

M.T. moves to table nominations for next meeting. A.G. seconds, motion carries.
3. Nominations for recruitment was tabled for next meeting
4. Old business
 - a). Insight contacts: Byron, Steve Jackson, first issue was printed, they had a verbal agreement. Friday meeting with AlMcFarland set at 1:00 p.m. for a special issue on Centro.
* We must see gallery proofs before publication.
 - b). Northern Cablevision was to have published Centro's phone number for persons wishing to learn the media, they only published Jose Gaiton's phone number. What action does the Public Relations Committee take?

5. New Business. a). kdan has a survey out to be filled and station is up for sale.

6. Staff Report. a). Centro's radio and television programs.
1. WCCO P.S.A. 10 and 12p.m.
 2. WTCN ch 11 1st Sunday of month 7:30 a.m.
 3. Fresh air radio 1/2 hr. on Wed. 1-1:30p.m.
 4. KMOJ P.S.A./music Tues. 7:00p.m.

Willie stated he would place an ad in the newsletter for Ethnic/Heritage series magazine that Centro will Co-sponsor.

b). Writers to send in material, deadline Aug. 15- 28.

c). Meeting Dates

1. Sept. 8, 1980 9-11a.m. Chem. Dep.
2. Sept. 22, 1980 Chicago Ave. So.
3. Oct. 9-2p.m. (United Way)

d). Recommendations for Meetings

1. Board member & P.R. persons to accompany Executive director to presentations.
2. Split presentations. Chem. Dep.- Soc. Serv. Agcy
3. Formal presentations- slide shows components to fit presentation.

e). Hispanic Heritage week was discussed every Fri. at six-thirty in August meetings.

f). Hispanic womens conference for November was discussed.

NEXT MEETING **** SEPTEMBER 8, 1980***** 5:30p.m.

JTB:IGB

CENTRO CULTURAL CHICANO
PERSONNEL COMMITTEE MEETING

September 17, 1980

Present: Rafael Esparza, Alberto Garcia, Eulia Reyes de Smith
Absent: Alfredo Gonzalez

The committee interviewed its final candidates for the position of program worker.

From the finalist's, Patricia Herrera Talbot told staff she no longer wished to be considered for the position.

Paul Herskind, Jr. told the committee he did not want to be considered for the position, because it was not the kind of job he was looking for.

The committee gave the following rank of candidates to the Administration for hiring:

1. Daniel Vega
2. Juan Hoyos
3. Barbara Kennedy

The committee adjourned at 6:24 p.m.

The Executive Director hired Daniel Vega.

MEMBERSHIP COMMITTEE

October 2, 1980

7:00 p.m.

1. Ramon Rocha stated that the idea of trying to solicit additional board members from different wards was good, but unfortunately, was not working. Therefore, he solicited potential members names from board and staff and will be trying to fill four (4) vacancies from 10 - 15 names.

Ramon Rocha also stated that by November's board meeting a full complement of directors will be seated.

EXECUTIVE COMMITTEE REPORT

October 2, 1980

5:30 p.m.

1. EXCHANGE STUDENT PROGRAM:

Staff will explore program and will present additional information at next Executive Committee report.

2. SPONSORSHIP OF HISPANIC PEOPLES BY CENTRO:

Staff will explore all existing sponsorship programs and additional information will be presented at next Executive Committee meeting so that the Executive Committee can draw up a set of guidelines and present it to the entire board.

3. BUILDING STATUS:

Donn VARGAS will present to Marcela Truillo, and a carbon copy to Eduardo Villalon, a copy of lease agreement with M.H.R.A. Any other pertinent information regarding the lease, so that both Marcela and Eduardo can approach the M.H.R.A. about the deposit issue.

4. ECONOMIC DEVELOPMENT PROJECT:

An overview of the proposed project was given to the Executive Committee. Additional information will be submitted by Donn Vargas to the Executive Committee at their next meeting.

5. ALTERNATIVE SCHOOL PROJECT:

Donn Vargas will be working with a community group to explore the feasibility of such a project. Centro would be the sponsoring agency.

6. REPRESENTATIVE FROM CENTRO TO SIT ON PRESIDENT McGRATH'S (U OF M)
ADVISORY COMMITTEE TO THE CHICANO STUDIES DEPT.

The Executive Committee will bring this issue up before the entire board so that all board members or staff will have an opportunity to volunteer for this position.



DRAFT

September 22, 1980

Minutes of PUBLIC RELATIONS COMMITTEE

Present: Irene Gomez de Bethke, Marcela Trujillo, Willie Dominguez

(Agenda #1 moved to another slot)

#1. Articles in

Hispanic Heritage Series will be out on the 29th for sure. Everyone submitting materials for the issue will be paid. Mrs. Castillo will be able to send in her poems in time for publication.

- 1) Cover will be in color.
- 2) The Hispanic Heritage Calendar was not in Insight issues.
- 3) Carmen is part-time at Insight at \$4.00 training. She would like to be full-time.
- 4) The magazine in Insight will be Centro's issue.

#2. Rafael Esparza - Programming WTCN T.V. Monday 9/29 Mn. Project
Sentencing Guidelines, tape T.V. We are concerned by the monitoring of the guidelines. We are into long term committment with this program in support of this project.

#3. Format - community Sept. 30, 1980
Educational - Urban Coalition plan on a conference at spring hill slides interest

Conference
Rafael
Vicki Davis

Policy will be on the next agenda

M.T. moves to 1B seconds

Change the producers name on Centros T.V. program. "Centro's Cultural Chicano presents the Chicano Latino community" to Augustin Dominguez.

Motion carried

Format should be changed - ~~15 minutes segments~~ - new - community slides - community news.

Bilingual

Call Stuart A. Linderman ~~for~~ proposed changes, at next meeting policy will be discussed. ~~Juan Hayes~~

Chart - on newsletter - ads rates.

Proposal - get funded - NSP City of Minneapolis

Williw will be checking into getting a new printer. "H.I.R.E.D." will be checked out for price and quality.

CENTRO CULTURAL CHICANO
EXECUTIVE COMMITTEE REPORT
11-11-80

1. AMENDMENT TO INCREASE THE NUMBER OF BOARD OF DIRECTORS IS BEING RESUBMITTED TO THE BOARD OF DIRECTORS FOR CONSIDERATION TO APPROVE.

MOTION - RAMON ROCHA

THE BOARD OF DIRECTORS OF THE CORPORATION SHALL CONSIST OF THOSE MEMBERS OF THE CORPORATION WHO ARE ELECTED AS DIRECTORS IN THE MANNER SET FORTH IN THESE BY-LAWS. THE TERM OF EACH DIRECTOR SHALL BE FOR TWO (2) YEARS, OR UNTIL THE ELECTION OF HIS OR HER RESPECTIVE SUCCESSOR BY THE MEMBERS. THE NUMBER OF DIRECTORS SHALL BE NO LESS THAN NINE (9) AND NO MORE THAN TWENTY-ONE (21), AND SHALL BE ELECTED AT THE ANNUAL MEETING BY THE GENERAL MEMBERSHIP.

2ND. - ALFREDO GARCIA

11-16-79 EXECUTIVE COMMITTEE
present: ED. Villalon, Felino dela Peña (chair)
Rafael ESPARZA, FRANK Furman, Irene Bethke
Ramon Rocha.

Ricardo Nevilles discussed the Chem. Dep. Program
motion Frank Furman: That Ricardo Nevilles have the
authority to proceed with Chem Dep Prog and to
meet criteria necessary for Chem. Dep. Prog.
motion seconded
motion passed

Motion Ramon Rocha: Centro support anti Hispanic
To The HRA commission.
I.B. seconds
motion carried

Personnel Com.

Dec. 6, 1979

Present. Felino de la Peña, Antonio Arellano, Rafael Esparza,
Ed. Villalon, Ray Rocha, Gonzalo Mujica, Irene Bethke,

1. motion: Felino de la Peña moves to close the date of applications for
second: Antonio Arellano Executive Dir. / review the candidates that we
have now and to recommend to Bd. next wk. 12-8-79
4 against 2 for 1 abstain. motion fails.

2. approval of minutes of last per. mt. Minutes were approved as amended.

Agency Sect. position was announced in the newsletter. there are 2 applicants -

3. motion: Ed. Villalon moves that we publicize the job openings for the
second: Ray Rocha Sec. position and close on Thurs. Dec. 13. 1979
Same day we interview. motion carried

4. Staff gave input: information and background on one of the candidates.

Meeting was adjourned.

Membership Meeting 11 November 80
7:00 pm

Members Present Ramon Rocha, Alberto Garcia

① The membership committee will increase to a number determined by chair, for the purpose of recruiting and retaining an active membership

At ② The Committee wishes to amend the Bylaws of Centro by adding to ~~the~~ ~~the~~ Section 1-05 after the second sentence;

The procedure ^{for} election of Board members shall be as follows: Prior to the Annual meeting, the Membership committee will interview ~~as~~ all members who wish to serve as a member of the Board of Directors. The Committee will then recommend to the general membership at the Annual meeting, ~~the~~ candidates for the vacant terms.

At that time nominations for Board of Directors will also be taken from the floor. Then after nominations are closed, the general membership will elect the Board of Directors by using a plurality system.

Strike the third sentence so it reads:
"The members shall also transact such other business as ~~is~~ properly comes before them."

At ③ The Committee further recommends that the (4) current vacancies on the Board be filled ~~until~~ until the Annual Mtg.
By

Dr. Rafael Guerrero

Maria Gomez

Patty ~~at~~ ~~the~~ Garcia

Mary Beaver

BUILDING, RESEARCH AND DEVELOPMENT AND PROGRAM COMMITTEE MEETING

November 4, 1980

Present: Marcela Trujillo (Chairperson), Elena de Voto, Mina Hernandez, Irene Bethke
Guest: Lupe Villagomez

Absent: Ramon Rocha and Manuel Guzman

The committee met to follow up on the recommendations of the last meeting and to inform the committee of new reports concerning the progress of the feasibility study. The chairperson stated that she had contacted the architects who were interested in doing the feasibility study, and they had cancelled the appointment the week of November 2, 1980. They are now scheduled to meet with Marcela and other interested parties, Thursday, November 6 at Centro. Upon receiving their bid, she will write a proposal for the feasibility study. Discussion centered on space needs for the various programs and activities of Centro's new or rehabbed building. The chairperson reported on the meeting with Dick Victor, HRA officer for the purpose of locating a centralized site.

Donn Vargas asked what should be done with the proposal for the CDBG funding as it now appears positive for funding. The members decided that we would still ask for the money; but inform the CLIC group that we may hold the money in escrow until the feasibility study has been completed. The chairperson is just waiting for the bid from the architects at which time the proposal for monies for the feasibility study will be written. That proposal should go in to McKnight this week.

Donn said that signs will be posted warning people that motorcycles and bicycle thefts might occur on the property and Centro cannot be responsible for such items. Donn also said that he would ask someone to borrow an identification pen from the police department to mark all of Centro's property and while doing so, will take inventory on Centro's items.

Donn also informed us that Pedro Roybal has left the CD program, and that Rudy Pacheco is taking his place. ESL classes are still being held at Centro.

Respectfully submitted,



Marcela Trujillo, Chairperson

November 5, 1980

mt

REPORT OF THE BUILDING COMMITTEE, October 21, 1980, Monday, 5:00 p.m.

Present: Marcela Trujillo, Chairperson, Mina Hernandez, Staff Person, Donn J. Vargas, Staff, Elena DeVoto, Board and Manuel Guzman, Board.

Absent: Irene Gomez Bethke, Ramon Rocha

The chairperson reported on the new office equipment donated by Northwestern Bank to Centro and gave handouts on inventory of furniture, a letter of thanks to Mr. Vern Winkles, Purchasing Agent of the bank, as well as a form letter to Architects.

Concerning the form letter to the architects: On Wednesday, October 15, Donn Vargas, Lolly Smith and Marcela Trujillo met with Russ Ewald of McKnight Foundation to ask for a donation for capital improvements on the building. Russ suggested that with all the money needed for (1) purchase (2) clearance of code violations (3) financing for rehab, that it might be easier to build a building instead of rehabbing this one. With that suggestion, the chairperson will write a proposal to McKnight to ask that a feasibility study be funded to determine whether it is cheaper to rehab or build a building. McKnight has followed up with asking city authorities to keep us in mind for land sales, and a meeting with Dick Victor and Mr. Lemley, HRA Executive Director is scheduled for the week of October 21st. Community Design has been contacted to learn the names of some architects that would be interested in this study. One firm has already expressed an interest.

Manuel Guzman made the following resolution: That the position of this committee be the investigation of a site relative to the new building of Centro Cultural Chicano over the purchase of the existing site, and that a report on funding for a site and new building be made a matter of record for this committee.

Seconded by Elena DeVoto and unanimously passed

*

Other policy set for the building: Only staff and Board of Directors may use the material and office equipment of Centro. Those agencies residing in Centro will be billed for materials and office equipment accordingly. Price and statements to be determined by the administration and statements to be sent out. The use of telephone lines and services by the receptionist has been time consuming as well as tying up the lines for Centro's staff and clientele. Centro has four telephone lines. Lolly will be sending out a letter to all agencies concerned.

*

Former employees and outgoing employees should notify their clients and friends of their forwarding address, as well as giving the forwarding address to the receptionist. Centro cannot reserve mail boxes for other people no longer connected with Centro.

New Business : A sign will be made warning people about the possible thefts of bicycles and motorcycles.

Respectfully submitted:

mt
Marcela Trujillo, Chairperson, Building Committee

CENTRAL CULTURAL CHICANO

PERSONNEL COMMITTEE MEETING

OCTOBER 16, 1980 - 7:00p.m.

MEMBERS PRESENT: Alfredo Gonzalez, Albert Garcia.

MEMBERS ABSENT: Rafael Esparza

GUEST PRESENT: Manuel Guzman, La familia de Luis Alydar

Staff Present: Donn J. Vargas

An Amendment to PERSONEL POLICIES as follows: to section 6 after "supervisors", first paragraph; "If after three written reprimands to said employee, the administrator shall have the option of placing said employee on a three month probation period. If the said employee does not successfully improve by the end of such period, the administration shall have the option of extending the period or terminating the employee".

MOTION PASSED

The committee set the following 1981 salaries and salary ranges:(see attached sheet).

Committee adjourned at 8:35 p.m.

5. MEMBERSHIP COMMITTEE REPORT

Motion - Manuel Guzmán:

Table discussion of Board appointments and send back to committee to be delt with.

2nd - Alberto Garcia

Passes Unanimously.

6. PUBLIC RELATIONS REPORT

Hispanic Heritage issue is yet to be published.

Format change for W.T.C.N. Channel 11 program. Change producers name from Jose Gaitan to Augustine Dominguez. Stuart Lindman must be informed of any program changes.

Ad price list must be reworked by Public Relations Committee.

Motion - Irene Bethke:

That the format be changed, a letter be sent to Stuart Lindman, and details will be submitted at a later date. Change the producers name on "Centro Cultural Chicano - Presents the Chicano-Latino Community" television program from Jose Gaitan to Augustine Dominguez.

2nd - Marcela Trujillo

Passed.

Public Relations meetings to be the second Monday of each month.

7. BUILDING-RESEARCH-PROGRAM-DEVELOPMENT COMMITTEE REPORT

Motion - Manuel Guzman:

Table discussion on requirements of Bldg. purchase until appropriate people have met to discuss all of the issues and report back through normal channels.

2nd - Marcela Trujillo

Passed,

8. OLD BUSINESS - (See enclosure in packet)

Mission Statement

Motion - Albert Garcia

Approve Mission Statement

2nd - Ramon Rocha

Passes. 3 in favor, 0 oppose, 5 asstentions.

CENTRO CULTURAL CHICANO
MEMBERSHIP COMMITTEE MEETING
11-4-8-
7:00 PM.

1. AMENDMENT TO BY-LAW
AS PER THE MEMBERSHIP MEETING ON 7-5-80 THE FOLLOWING PROPOSED ADDITION
IS TO BE CONSIDERED FOR RATIFICATION.

ARTICLE I SECTION 13;

CENTRO CULTURAL CHICANO SHALL HOLD QUARTERLY MEMBERSHIP MEETINGS FOR
THE PURPOSE OF RECRUITING ADDITIONAL MEMBERS AND TO FILL VACANCIES
ON THE BOARD OF DIRECTORS. THE QUARTERLY MEETING ARE DESIGNED TO
GARNER INDIVIDUAL PARTICIPATION IN A CITY WARD AND MUNICIPALITY PER-
SPECTIVE THEREBY ALLOWING FOR CITY WIDE PARTICIPATION ON THE BOARD OF
DIRECTORS FOR CENTRO CULTURAL CHICANO.

2. THE QUARTERLY MEETINGS WILL BE HELD DURING THE FOLLOWING MONTHS.
JANUARY-APRIL-JULY-OCTOBER

3. MOTION - MANUEL GUZMAN

THE CHAIR OF THE MEMBERSHIP COMMITTEE SHALL CONTACT THE INDIVIDUALS
WHO WERE CONSIDERED FOR BOARD POSITIONS AND REQUEST THEY SERVE ON
COMMITTEES BEFORE BEING CONSIDERED FOR A SEAT ON THE BOARD.

2ND - RAMON ROCHA
PASSED

MEETING ADJOURNED 8:00 PM.

April 21, 1979

Minutes of Centro Cultural Chicano's Annual Membership and Election of Officers meeting.

Felino de la Pena opened the meeting at 1:50 p.m. with a bienvenida and brief introduction as to the purpose of the meeting and briefly on Centro's past history. He informed the audience of the large accomplishment in obtaining this particular building, from the Mpls. Housing and Redevelopment Authority on a option to buy basis. He explained that Centro Cultural Chicano did not exclude anyone that it served Chicanos and Latinos alike, he also commented on the fact that Centro has had some problems in the past.

Felino stated that Article III Officers (301 Qualifications and Numbers) of Centro's by-laws had been modified to read one (1) chairperson, a 1st vice chair, a 2nd vice chair, and two (2) recorders, and a treasurer, due to conflict with receiving information, (not all chairpersons were aware of issues).

iii
Felino stated that Article Officers (302 Election and Term of Office) had been modified to read: Each officer shall serve a term of two (2) years, and at the end of that paragraph it reads: No one can be an officer of the organization of Centro Cultural Chicano without having served on the Board of Directors for a period of one (1) year prior to that, i.e. so that there will always be some people from the last administration to advise the new board members of procedures etc.

Felino stated that ten (10) positions were open on the board of directors, to serve a term of two (2) years, he expressed a wish to leave a few slots open for the business community. He asked the membership if they were in agreement with this, it was acceptable to the membership. It was decided that three slots would be held open for representatives of the business community, and seven (7) would be elected today.

Felino stated that Article II Directors (201 Qualification of Directors) had been modified to read: The numbers shall be no less than three (3) and no more than fifteen (15). Felino explained about the importance of having a quorum at the meetings.

Ed Villalon - made a motion that people not present be eliminated from the elections, Felino added to that, persons to be elected had to be present, Helen DeVoto seconded, motion passed.

Ed Villalon - made a motion to close debate and call the vote, motion died.

Ed Villalon - made a motion that the proper people be instructed as to the duties, and be specific, so that there is no room for misunderstanding, it was seconded by Alberto Alcalá motion passed.

Alberto Alcalá - made a motion to conduct the vote by closed ballot, Villalon made a friendly amendment that the seven (7) people with the most votes be elected to the Board of Directors.

Ed Villalon - expressed concern with Article I Members (101 Qualification of Members) regarding the part that states: no less than seventy-five percent (75%) of the members shall reside within the area commonly known as the city of Minneapolis, Hennepin Co. state of Minnesota, he asked that the board of directors take the matter up at its earliest convenience, (the very next meeting).

Each prospective board member was asked to verbally state their reason for wanting to serve as a board member to Centro. People not elected to run for the board were: Lee Bowman, Pedro Roybal, Bennie Dominguez, and Alberto Alcalá.

Irene Bethke came in late, Jose Gaitan made a motion to except her on the ballot, Frank Guzman seconded, motion passed.

Board members chosen were: Albert Garcia Jr., Rudy Pacheco, Eduardo Villalon, Jose Cortez, Rafael Esparza, Aurelia (Lala) Gonzalez, and Irene Bethke.

CENTRAL CULTURAL CHICANO

PERSONNEL COMMITTEE MEETING

OCTOBER 16, 1980 - 7:00p.m.

MEMBERS PRESENT: Alfredo Gonzalez, Albert Garcia.

MEMBERS ABSENT: Rafael Esparza

GUEST PRESENT: Manuel Guzman, La familia de Luis Alydar

Staff Present: Donn J. Vargas

An Amendment to PERSONEL POLICIES as follows: to section 6 after "supervisors", first paragraph; "If after three written reprimands to said employee, the administrator shall have the option of placing said employee on a three month probation period. If the said employee does not successfully improve by the end of such period, the administration shall have the option of extending the period or terminating the employee".

MOTION PASSED

The committee set the following 1981 salaries and salary ranges:(see attached sheet).

Committee adjourned at 8:35 p.m.

CENTRO CULTURAL CHICANO

PUBLIC RELATIONS COMMITTEE
MEETING REPORT (con't)
10/23/80 & 11/10/80

6. T.V. format was discussed and it will be pilot of 28 minutes of bi-lingual news on State/National & Noticias de la comunidad.

A letter will be sent to Steuart Linderman outlining the format.

7. Carmen Robles identified the need of our own equipment for publishing our newsletter. She has some leads to possible donations of equipment.

CNETRO CULTUAL CHICANO

PUBLIC RELATIONS COMMITTEE MEETING

October 23rd, 1980 and November 10th, 1980

October 23rd meeting:

Present: Augustine Dominguez, Irene Bethke, Jorge Charry, Luis Santiago,
Lee Bowman, Marcela Trujillo

Absent: Alberto Garcia

Assignments to committee members:

1. Lee Bowman - Rate of Ad Charts
2. Luis Santiago - KMOJ
3. P.R. Committee - Format of WTCN
4. Augustine Dominguez - Deadline Dates
5. Irene Bethke - News for Centro's newsletter by next day

November 10th meeting:

Present: Irene Bethke, Augustin Dominguez, Carmen Robles, Marcela Trujillo

Absent: Luis Santiago, Jorge Charry, Lee Bowman, Alberto Garcia

1. The Chair, Irene Bethke, called the meeting order at 5:30 p.m.
2. There were no minutes.
3. The motion to approve the agenda carried.
4. Augustine Dominguez reported on the deadline
 - a) Consent newsletter will be by the 15th of every month.
Publication the following week.
 - b) Radio - Fresh Air - two weeks in advance.
 - c) P.S.A. - WCCO - one week in advance.
 - d) WTCN T.V. - Format on agenda of P.R. meeting second Monday of the month.
Third Monday of the month to rehearse.
Tape on last Monday of the month.

MOTION TO APPROVE DATES CARRIED.

5. Lee Bowman presented the ad rates for the Minnesota Daily and Insight for discussion. The committee decided upon the following ad rates:

\$150.00	Full Page Ad
113.00	3/4 Page Ad
75.00	1/2 Page Ad
30.00	1/4 Page Ad
20.00	Less 1/4 Page Ad

New ad rate will be in December newsletter and will begin in January.

MOTION TO APPROVE CARRIED.

CENTRO CULTURAL CHICANO
MEMBERSHIP COMMITTEE MEETING
11-4-8-
7:00 PM.

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MEETING ADJOURNED 8:00 PM.

BUILDING, RESEARCH AND DEVELOPMENT AND PROGRAM COMMITTEE MEETING

November 4, 1980

Present: Marcela Trujillo (Chairperson), Elena de Voto, Mina Hernandez, Irene Bethke
Guest: Lupe Villagomez

Absent: Ramon Rocha and Manuel Guzman

The committee met to follow up on the recommendations of the last meeting and to inform the committee of new reports concerning the progress of the feasibility study. The chairperson stated that she had contacted the architects who were interested in doing the feasibility study, and they had cancelled the appointment the week of November 2, 1980. They are now scheduled to meet with Marcela and other interested parties, Thursday, November 6 at Centro. Upon receiving their bid, she will write a proposal for the feasibility study. Discussion centered on space needs for the various programs and activities of Centro's new or rehabbed building. The chairperson reported on the meeting with Dick Victor, HRA officer for the purpose of locating a centralized site.

Donn Vargas asked what should be done with the proposal for the CDBG funding as it now appears positive for funding. The members decided that we would still ask for the money, but inform the CLIC group that we may hold the money in escrow until the feasibility study has been completed. The chairperson is just waiting for the bid from the architects at which time the proposal for monies for the feasibility study will be written. That proposal should go in to McKnight this week.

Donn said that signs will be posted warning people that motorcycles and bicycle thefts might occur on the property and Centro cannot be responsible for such items. Donn also said that he would ask someone to borrow an identification pen from the police department to mark all of Centro's property and while doing so, will take inventory on Centro's items.

Donn also informed us that Pedro Roybal has left the CD program, and that Rudy Pacheco is taking his place. ESL classes are still being held at Centro.

Respectfully submitted,



Marcela Trujillo, Chairperson
November 5, 1980

mt

REPORT OF THE BUILDING COMMITTEE, October 21, 1980, Monday, 5:00 p.m.

Present: Marcela Trujillo, Chairperson, Mina Hernandez, Staff Person, Donn J. Vargas, Staff, Elena DeVoto, Board and Manuel Guzman, Board.

Absent: Irene Gomez Bethke, Ramon Rocha

The chairperson reported on the new office equipment donated by Northwestern Bank to Centro and gave handouts on inventory of furniture, a letter of thanks to Mr. Vern Winkles, Purchasing Agent of the bank, as well as a form letter to Architects.

Concerning the form letter to the architects: On Wednesday, October 15, Donn Vargas, Lolly Smith and Marcela Trujillo met with Russ Ewald of McKnight Foundation to ask for a donation for capital improvements on the building. Russ suggested that with all the money needed for (1) purchase (2) clearance of code violations (3) financing for rehab, that it might be easier to build a building instead of rehabbing this one. With that suggestion, the chairperson will write a proposal to McKnight to ask that a feasibility study be funded to determine whether it is cheaper to rehab or build a building. McKnight has followed up with asking city authorities to keep us in mind for land sales, and a meeting with Dick Victor and Mr. Lemley, HRA Executive Director is scheduled for the week of October 21st. Community Design has been contacted to learn the names of some architects that would be interested in this study. One firm has already expressed an interest

Manuel Guzman made the following resolution: That the position of this committee be the investigation of a site relative to the new building of Centro Cultural Chicano over the purchase of the existing site, and that a report on funding for a site and new building be made a matter of record for this committee.

Seconded by Elena DeVoto and unanimously passed

* Other policy set for the building: Only staff and Board of Directors may use the material and office equipment of Centro. Those agencies residing in Centro will be billed for materials and office equipment accordingly. Price and statements to be determined by the administration and statements to be sent out. The use of telephone lines and services by the receptionist has been time consuming as well as tying up the lines for Centro's staff and clientele. Centro has four telephone lines. Lolly will be sending out a letter to all agencies concerned.

* Former employees and outgoing employees should notify their clients and friends of their forwarding address, as well as giving the forwarding address to the receptionist. Centro cannot reserve mail boxes for other people no longer connected with Centro.

New Business : A sign will be made warning people about the possible thefts of bicycles and motorcycles.

Respectfully submitted:

Marcela Trujillo, ^{mt}Chairperson, Building Committee

CENTRO CULTURAL CHICANO

MINUTES -- BUILDING, RESEARCH, DEVELOPMENT & PROGRAMS COMMITTEE
MEETING 8-7-80 7 PM

Present: Elena De Voto, Irene Gomez-Bethke, Manuel Guzman, Ramon Rocha,
Marcela Trujillo

Staff present: Donn J. Vargas

Omitted the election of Marcela Trujillo

*Motion (Irene Gomez-Bethke): approval of committee chair responsibilities
with suggested amendments; Manuel Guzman seconded. Approved 5-0-0

*Motion (Irene Gomez-Bethke): that a representative from the Viking Council
(Boy Scouts) come to the next committee meeting to give a presentation;
seconded by Ramon Rocha. Approved unanimously.

Discussion of potential programs for consideration:

1. Battered women's program -- shelter(s)
2. Chemical Dependency Programs-- family sessions to be held and have
guest speakers do presentations on C.D. related matters
3. Clinic for Hispanics

*Motion to adjourn (Ramon Rocha); Elena De Voto seconded. Approved
unanimously.

MEMBERSHIP COMMITTEE MEETING 7-5-80 7:00PM.

PRESENT: RAMON ROCHA CHAIR PERSON
ALBERT GARCIA
MANUEL GUZMAN

STAFF PERSON: DONN VARGAS

** MOTION: MANUEL GUZMAN SECOND: RAMON ROCHA

THREE MEETINGS WITHIN THE NEXT TWO MONTHS (AUG.-SEPT.) INVITING
INDIVIDUAL WORKS TO THE MEETINGS IN ORDER TO OBTAIN CANDIDATES
FOR BOARD VACANCIES. QUESTIONS ABOUT CENTRO CULTURAL CHICANO
WILL BE ANSWERED AND INFORMATION ABOUT SERVICES WOULD BE GIVEN.

MOTION APPROVED 3-0-0

** MOTION: MANUEL GUZMAN SECOND: RAMON ROCHA

AN AMENDMENT TO THE BY-LAWS (MEMBERSHIP MEETINGS) BE ON THE
AGENDA AT THE NEXT BOARD MEETING 7-14-80

MOTION APPROVED 3-0-0

** MOTION MANUEL GUZMAN SECOND: RAMON ROCHA

CENTRO CULTURAL CHICANO HOLD QUARTERLY MEMBERSHIP MEETINGS FOR THE
PURPOSE OF RECRUITMENT OF ADDITIONAL MEMBERS, ~~AND TO FILL VACANCIES~~
~~ON THE BOARD OF DIRECTORS.~~ THE QUARTERLY MEETINGS ARE DESIGNED TO
GARNER INDIVIDUAL PARTICIPATION IN A CITY WARD AND MUNICIPALITY
PERSPECTIVE THEREBY ALLOWING FOR CITY WIDE PARTICIPATION ON THE BOARD
OF DIRECTORS FOR CENTRO CULTURAL CHICANO. IN THE EVENT OF AN UNFINISHED
TERM, THE DIRECTOR FILLING A VACANCY SHALL FINISH SAID TERM UNTIL THE
ANNUAL MEETING AT WHICH TIME THE PERSON SHALL HAVE THE OPPORTUNITY
TO BE ELECTED TO A FULL TERM. (2 YEARS)

MOTION APPROVED 3-0-0

*Motion
Carried*

Aug 14, 1980

Report from Chairperson, Marcela Trujillo on Research-Development and Program Committee.

The minutes that you have reflects the activity of the committee except for one correction which is really an addition. At that particular meeting, I was elected Chairperson of the committee. At that time, I told the committee that I would write a report pertinent to securing, buying and rehabbing the building. I asked members to hold off on new programs for Centro until such time that we could expand or modify the building to include new activities. Nevertheless, those programs that were proposed, are in your minutes.

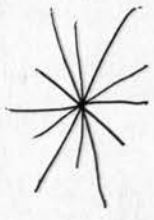
From that meeting to this Board meeting, August 14, 1980, I have done the following:

(1) Called Community Design to provide an architect to draw up some rehab plans that we can present to HRA. Donn Vargas informs me that we have access to rehab money, and we shall apply for it as soon as the plans are drawn up. Today (8-15-80), I was notified by Community Design that our project had been approved by their Board and an Architect will come to Centro to confer with me and any interested parties.

On rehab
(2) I wrote to United Way asking for emergency repair money for the roof, the lights and the air conditioner. The request will go to Allocations committee meeting next Monday, August 18, 1980. I sit on that committee and I will confer with the appropriate people prior to this meeting.

(3) Donn informs me that we have a possible sponsor who will help us buy the building. In order to buy the building, we have to present approximately \$100,000 worth of rehab plans to HRA.

(4) I called Van White's Aide and asked her to locate the building plans for us. I also talked to HRA Commissioner Ken Webster and asked him to help locate these plans for us from HRA. I will follow up with a phone call next week.



From Ken, I was informed that City Council is about to abolish the present HRA Board of Commissioners. HRA will be under the supervision of City Council in January. THEREFORE, IT IS IMPERATIVE THAT WE BUY THE BUILDING BEFORE DECEMBER OF THIS YEAR. Mayor Fraser is part of this plan--to create a Super Agency which is his compromise with City Council in order to ameliorate the relationship between them. It must be remembered that we cannot count on City Council to honor any HRA agreements. They can, in fact, renege on any commitments that HRA has made. If this purchase comes up before them, we cannot predict what they would do. And remember, Tony Scallon who is now a City Council member voted against Centro when he was an HRA commissioner. If there are any deadlines for rehabbing money or for any money connected with the building, I am asking the appropriate staff to make this a priority and move quickly on it. The Research and Development Building committee is ready to help you in any way possible.

Monday 12:05 PM
United Way
Respectfully submitted,

Marcela Trujillo
Marcela Trujillo, Chairperson
Building Committee

Personel Committee

Nov. 16, 1979 3:30

Criteria discussed for applicants; general consent on;

1. Committed
 2. Knows The community
 3. Qualitiable experience
 4. Applicants ideas for raising money.
- Others To be developed.

1. motion Frank Guzman: moves that the date for application for the Executive Director's position be extended 60 days

To Jan. 16, 1980

Ramon Rocha seconds

motion carried.

2. motion Felino de la Peña: Executive director will start at \$16,000., for probationary period, after 6 mos. review, salary could be increased to \$20,000.

FRANK Guzman seconds:

motion Failed

3. Rafael Esparza moves: To make salary negotiable between \$16 - 20 Thousand.

Frank Guzman second.

Friendly Amend: Criteria will be set up to establish qualifications and experience.

motion carries

NOTE: Rafael Esparza, Irene Bethke, Frank Guzman } committee To develop criteria for selection

11-16-79

Pers. Com.

④ motion Rafael Esparza moves: To have the applicants send in their resumes to Centro.

Ramon Rocha second.

Motion Carries

Eduardo Villalon volunteers to handle the ads etc.

5. motion Eduardo Villalon: For additional \$500.00 to advertise Frank Guzman second.

Much discussion EV moved to call question
motion fails.

Personel Committee

Nov. 16, 1979 3:30

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motion ~~passed~~.

CENTRO CULTURAL CHICANO

PUBLIC RELATIONS COMMITTEE
MEETING REPORT (con't)
10/23/80 & 11/10/80

6. T.V. format was discussed and it will be pilot of 28 minutes of bi-lingual news on State/National & Noticias de la comunidad.

A letter will be sent to Steuart Linderman outlining the format.

7. Carmen Robles identified the need of our own equipment for publishing our newsletter. She has some leads to possible donations of equipment.

CNETRO CULTUAL CHICANO

PUBLIC RELATIONS COMMITTEE MEETING

October 23rd, 1980 and November 10th, 1980

October 23rd meeting:

Present: Augustine Dominguez, Irene Bethke, Jorge Charry, Luis Santiago,
Lee Bowman, Marcela Trujillo

Absent: Alberto Garcia

Assignments to committee members:

1. Lee Bowman - Rate of Ad Charts
2. Luis Santiago - KMOJ
3. P.R. Committee - Format of WTCN
4. Augustine Dominguez - Deadline Dates
5. Irene Bethke - News for Centro's newsletter by next day

November 10th meeting:

Present: Irene Bethke, Augustin Dominguez, Carmen Robles, Marcela Trujillo

Absent: Luis Santiago, Jorge Charry, Lee Bowman, Alberto Garcia

1. The Chair, Irene Bethke, called the meeting order at 5:30 p.m.
2. There were no minutes.
3. The motion to approve the agenda carried.
4. Augustine Dominguez reported on the deadline
 - a) Consent newsletter will be by the 15th of every month.
Publication the following week.
 - b) Radio - Fresh Air - two weeks in advance.
 - c) P.S.A. - WCCO - one week in advance.
 - d) WTCN T.V. - Format on agenda of P.R. meeting ^{FIRST} ~~second~~ Monday of the month.
Third Monday of the month to rehearse.
Tape on last Monday of the month.

MOTION TO APPROVE DATES CARRIED.

5. Lee Bowman presented the ad rates for the Minnesota Daily and Insight for discussion. The committee decided upon the following ad rates:

\$150.00	Full Page Ad
113.00	3/4 Page Ad
75.00	1/2 Page Ad
30.00	1/4 Page Ad
20.00	Less 1/4 Page Ad

New ad rate will be in December newsletter and will begin in January.

MOTION TO APPROVE CARRIED.

DATE Nov. 18, 1980

CENTRO CULTURAL CHICANO

PUBLIC RELATIONS COMMITTEE MEETING

A G E N D A

1. Call to Order - Chair
2. Approval of Minutes
3. Radio Report
4. T.V. Report
5. T.V. Format
6. Newsletter Report
7. New Business
8. Old Business
9. Adjournment

CENTRO CULTURAL CHICANO

PUBLIC RELATIONS COMMITTEE MEETING
Monday, November 10, 1980

A G E N D A

1. Call to Order - Chair
2. ~~Approval of Minutes~~
3. Approval of Agenda
4. Deadline Dates
5. Report on Ad Charts
6. T.V. Format
7. New Business
8. Old Business:
 - a) Officers
9. Adjournment

REPORT OF THE BUILDING COMMITTEE, October 21, 1980, Monday, 5:00 p.m.

Present: Marcela Trujillo, Chairperson, Mina Hernandez, Staff Person, Donn J. Vargas, Staff, Elena DeVoto, Board and Manuel Guzman, Board.

Absent: Irene Gomez Bethke, Ramon Rocha

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Bid
\$1000.00
United Way for roof repair.
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* *X* New Business : A sign will be made warning people about the possible thefts of bicycles and motorcycles.

1. Gen - 2. 1 Do of CCC assets - 3. Physical inventory
Respectfully submitted:

Marcela Trujillo, Chairperson, Building Committee

Gary Miller

C.D + Non C.D.

E.S.L.

Jefferson

Prag

Statistical Data - Part of Budget - 3 1/2 -

Biling Teacher Cond.