



Irene Gomez-Bethke Papers.

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Legal Rights Center, Inc.

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Secretary
Carole Tenbear

Receptionist
Valerie Lambkins

Directors
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Clyde Bellecourt
David Bennett
Irene Bethke
Kevin Burke
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Syl Davis
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Sandra Vargas
Izear Watkins
Irving Weiser
Ed West

MEMO

DATE: May 10, 1982
TO: Board of Directors
FROM: Izear (Ike) Watkins

A special By-laws meeting will be held on May 18, 1982, Time: 5:30 p.m. to 6:00 p.m. Purpose: Changes in the By-laws will have to be made in order to bring the Indo-Chinese aboard. Also recommendations have been made by a Committee, chaired by Syl Davis.

I have recommended that a Section be added to give employees a grievance procedure. Under Section 15 of the By-laws it states that one half of all Board Members must vote in the affirmative to make proposed changes valid. This would mean 10 votes are needed to pass said recommendations. Therefore, I am asking all Board of Directors members to make an effort to attend said meeting. If each Board Member could remain through both special and regular meetings it would be great but if not please attend the changing of the By-laws segment so that we can resolve this matter. Our regular Board of Directors meeting will follow the Special Meeting at 6:00 p.m.

In the regular meeting Doug Hall, Executive Director, will submit the 1982 budget report and if he deems it necessary changes will be recommended. There documents enclosed in packet which will add some light on the subject matter we will be discussing.

Example:

Exhibit A is a balance sheet from the audit report of 1980 which shows \$17,000.00 as a plus figure for Legal Rights Center. Exhibit B is the first projected budget for 1982. Exhibit C is the second projected budget for 1982. Exhibit D is a financial report from January 1, 1982 thru March 31, 1982 that would seem to me to imply that Legal Rights Center's balance would still be on the plus side. However, at our April 1982 Board meeting there was concern expressed that our balance was anywhere from \$25,000.00 to \$55,000.00 in the minus figure meaning that Legal Rights Center was in the red. I was concerned along with many others because previous information that had been received from Legal Rights Center would not lead one to believe this could be possible. I am referring to our 1980 audit balance which was in our favor.

By-Law Changes:

Under Section 15; Amending By-laws of Legal Rights Center, Inc.

Bring Indo-Chinese aboard the Legal Rights Center, Inc.

1. Complying with State statutes Chapter 317 - no problem.
2. Articles of Incorporation - no problem.
3. By-Laws will have to be changed as follows:

After studying By-Laws these are the changes that I feel are necessary.

- (a) Section 2, Line 11-12 & 15; install after Latino-Chicano; insert Indo-Chinese.
- (b) Line 5, Section 2 should read as follows Latino, Chicano, Indian, Black or Indo-Chinese. A foot note at the bottom of Section 2 should define the Foreign languages.

Recommend changes of By-laws submitted by Committee: Syl Davis, Chairman, Clyde Bellecourt, Kevin Burke, Irene Bethke and Felino de la Pena.

- (1) Section 3, Line 2 should read as follows: "determined by the Board and the Executive Committee shall be the officers of the Corporation and other Board Members so designated. This Committee may act for the Corporation only..."

Section 4, Line 2 should read as follows: "He or she shall be admitted to practice law or have knowledge of the law in the State of Minnesota.

Section 4, Line 2 (2nd page) should read as follows: "Board of Directors, He or She shall not be discharged..."

Aftering reading the By-laws and finding no grievance re-dress procedure, I would like to recommend that Section 5 be numbered Section 6 etc. ending Sections with number 17.

Grievance Proceedings:

Grievances must be submitted to the Executive Committee within 30 days in writing for a Hearing. If matter is not resolved at Hearing, the matter is brought before the Board of Directors for its decision which should resolve grievance.

Board of Directors
May 10th letter
continued - page 2

It is my understanding that the third projected budget for 1982 is now completed and will be available to us for the May 1982 board meeting. Also the audit report for 1981 should be completed by May 15, 1982 and available for the May Board of Directors meeting. I have requested the Bookkeeper to ask the Auditor to meet with me and any of the Board of Director Members who is interested and verbally explain the 1981 report.

A little good news: Proposals sent out and contacts made by Ralph Crowders, previous administrator, are bringing in contributions due to his efforts.

I am sending this packet to each of the Board Members in time so that each of you may have time to review and study the contents and be prepared to take action in the May 18th meeting to resolve these matters. I am asking each of you to please bring your enclosed packet to the meeting to eliminate running off copies.

Sincerely yours,

Izear Ike Watkins, President
Legal Rights Center, Inc.

BYLAWS
OF
LEGAL RIGHTS CENTER, INCORPORATED

1. Fiscal Year.

The fiscal and operation year for the corporation shall be the calendar year, viz: January 1st to December 31st.

2. Board of Directors.

1 The Board of Directors of the Legal Rights Center, Incorporated,
2 shall consist of not less than three nor more than thirty members. The
3 number of directors shall be established by resolution of the Board of
4 Directors. Each director shall be elected for a term of one year and shall
5 hold office until his successor is elected and qualified. Each director
6 shall be nominated by a nominating committee appointed by the President and
7 shall be elected by the directors at a meeting called for such purpose.
8 Vacancies occurring from time to time on the Board of Directors may be filled
9 by the remaining directors. At all times a majority of the Board of Direc-
10 tors shall be representatives of the Black community, the Indian community
11 and the Latino-Chicano community. The Board members to represent the Black,
12 Indian, Latino-Chicano and legal communities shall be nominated by the cur-
13 rent representatives of each of those communities on the Board. There shall
14 be an equal number of Board members to be elected from each of the Black,
15 Indian, Latino-Chicano and legal communities. The balance of the members of
the Board of Directors shall be elected from the Minneapolis metropolitan
community at large, such as financial contributors and supporters of the
Legal Rights Center, Incorporated and representatives of agencies dealing
with poor people. Directors need not be residents of the City of Minneapolis.

1 A quorum of the Board of Directors shall consist of at least
2 twenty-five percent of its members who may act by a simple majority of the
3 quorum present at any meeting; provided, however, that no action shall be
4 taken by such Board of Directors which directly affects any of the Latino-
5 Chicano, Indian ~~or~~ Black communities unless there is present at such meeting
at least one member of the affected community.

The Board of Directors shall elect officers of the corporation
and shall determine general policies of the corporation; the Board of
Directors shall be responsible for seeing that the staff carries out the
stated purposes and basic functions of the corporation.

3. Executive Committee

1 The Executive Committee of the Board of Directors shall be
2 determined by the Board. ~~This committee may act for the corporation only~~
in the interval between meetings of the Board. It may then exercise all
of the Board's authority but may not take any action that nullifies or is
inconsistent with any policy established by the Board. All actions by the
Executive Committee shall be reported to the Board at its next meeting, and
the Board may take action thereon as it deems appropriate.

4. Executive Director

1 The Executive Director shall be appointed by the Board of Directors.
2 He or she shall be admitted to practice law ~~in the State of Minnesota~~. He or
she shall have complete and total administrative responsibility for the opera-
tion and promotion of the affairs and activities of the corporation, and shall
be in complete charge of the acceptance and handling of all legal matters,
actions, and cases.

The Executive Director shall make a report of his activities at
each meeting of the Board of Directors.

The Executive Director's salary shall be set by the Board of Directors.

Once an Executive Director has been selected and employed by the Board of Directors, he shall have permanent status and shall not be discharged or have his salary and compensation reduced without due process, including notice and hearing, and then not unless by a vote of at least three-fourths of all the members of the Board of Directors.

5. Officers (5) *RECOMMENDATION FOR GRIEVANCE PROCEDURES*

The officers of the corporation are President, Vice President, Secretary, and Treasurer. They are all elected each year to serve terms of one year. They shall be elected by the Board of Directors.

The holder of each office has all the general powers and duties that are usually incidental to such office including the ones next shown:

(a) The President presides at all meetings of the Board of Directors and membership meetings and oversees the work of the other officers.

(b) The Vice President does these things whenever the President is unable to do so.

(c) The Secretary makes, or supervises the making of, minutes of all meetings of the Board or members and supervises the keeping of lists or records of the members.

(d) The Treasurer supervises the receipt, custody, deposit, and disbursement of all funds of the corporation and the keeping of records of all such things.

BYLAWS AND CONSTITUTION
OF
LEGAL RIGHTS CENTER, INCORPORATED

1. The fiscal and operation year for the corporation shall be the calendar year, viz: January 1st to December 31st.

2. Board of Directors: The Board of Directors of the Legal Rights Center, Inc., shall consist of not less than 3 nor more than 30 members. Each Director shall be elected for a term of one year and shall hold office until his successor is elected and qualified. Each Director shall be nominated by a nominating committee appointed by the President and shall be elected by the Directors at a meeting called for such purpose. Vacancies occurring from time to time on the Board of Directors may be filled by the remaining Directors. At all times a majority of the Board of Directors shall be representatives of the Black community, the Indian community, the Latino-Chicano community and the poverty community of the City of Minneapolis. The Board members to represent the Black, Indian and Latino-Chicano communities shall be chosen by the current representatives of each of those communities on the Board. The balance of the members of the Board of Directors shall be representatives of financial contributors and supporters of the Legal Rights Center, Inc., agencies dealing with poor people, and the Minneapolis metropolitan community at large. Directors need not be residents of the City of Minneapolis.

A quorum of the Board of Directors shall consist of at least 30 percent of its members who may act by a simple majority of the quorum present at any meeting.

The Board of Directors shall elect officers of the Corporation and shall determine general policies of the corporation; the Board of Directors

shall be responsible for seeing that the staff carries out the stated purposes and basic functions of the corporation.

3. The Executive Committee of the Board of Directors shall be determined by the Board. This Committee may act for the corporation only in the intervening periods between meetings of the Board of Directors and shall have all of the authority of the Board of Directors, except that the Executive Committee shall not take any action that nullifies or is inconsistent with any policy established by the Board. All actions by the Executive Committee shall be reported to the Board at its next meeting, and the Board may take action thereon as it deems appropriate.

4. The Executive Director shall be appointed by the Board of Directors. He or she shall be admitted to practice law in the State of Minnesota. He or she shall have complete and total administrative responsibility for the operation and promotion of the affairs and activities of the corporation, and shall be in complete charge of the acceptance and handling of all legal matters, actions, and cases.

The Executive Director shall make a report of his or her activities at each meeting of the Board of Directors.

The Executive Director's salary shall be set by the Board of Directors.

Once an Executive Director has been selected and employed by the Board of Directors, he or she shall have permanent status and shall not be discharged or have his or her salary and compensation reduced without due process, including notice and hearing, and then not unless by a vote of at least three-fourths of all the members of the Board of Directors.

5. Officers. The officers of the corporation are President, Vice President, Secretary, and Treasurer. They are all elected each year to serve terms of one year. They shall be elected by the Board of Directors.

The holder of each office has all the general powers and duties that are usually incidental to such office including the ones next shown:

(a) The President presides at all meetings of the Board of Directors and membership meetings and oversees the work of the other officers.

(b) The Vice President does these things whenever the President is unable to do so.

(c) The Secretary shall keep and maintain records of all meetings of the Board or members and supervise the keeping of lists or records of the members.

(d) The Treasurer supervises the receipt, custody, deposit, and disbursement of all funds of the corporation and the keeping of records of all such things.

6. Annual Meeting of Board of Directors. An annual meeting of the Board of Directors is held each year in Minneapolis, Minnesota, during the month of January. The exact time and place of the meeting may be fixed by the Board of Directors, but if not so fixed is 8:00 o'clock p.m. on the second Wednesday of January at the office of the corporation.

At this meeting members of the Board of Directors, for terms of three (3) years each, are elected to fill terms that have expired. At the same meeting the members may transact any other business that is within the authority of the corporation.

7. Quarterly Meeting of the Board of Directors. A quarterly meeting of the Board of Directors shall be held each quarter at a time and place designated by the President.

8. Special Meetings of the Board of Directors. Special meetings of the Board of Directors may be called at any time by either the President, Executive Director, or any five (5) Directors.

9. Notice of Meetings. Every notice of a meeting must state the time and place of a meeting. The notice of a special meeting must additionally state the purpose of the meeting.

A notice of a meeting of the Board of Directors shall be deemed sufficient if given by phone, in person, or by mail, three (3) days prior to said meeting.

When notice is required by these Bylaws, such notice may be waived in writing, signed by the person or persons entitled to said notice, whether before, at or after the time stated therein or before, at or after the meeting.

At every annual, monthly or special meeting of the Board of Directors, a quorum is 50% of the members of said Board.

10. Proxies and Elections. No Director may vote by proxy.

Elections are to be by written ballot unless the rule is waived by a two-thirds vote of Directors present.

11. Seal. The corporation shall have no corporate seal.

12. Funds, Audit and Bonds. A full, complete and fair accounting of the funds of the corporation shall be made monthly to the Board of Directors.

The accounts and financial records shall be audited annually by a Certified Public Accountant and such audit shall be available to any Board member.

Indemnity bonds for the faithful performance of duties by any one or more of the officers or employees who are authorized to handle or keep funds or records of the corporation shall be required by the Board of Directors.

13. Signatures. Checks, contracts and other instruments may be signed in the corporation's name by any person or persons who from time to time have last been specifically or generally authorized by the Board to do so.

14. Amendments. These Bylaws and the Articles of Incorporation may be amended and altered by a majority vote of the Directors of the corporation at a meeting noticed for such a purpose.

If an amendment of the Articles of Incorporation is adopted, Articles of Amendment are executed by the President and Secretary or other eligible officers and are filed with the Secretary of State and recorded by the Register of Deeds in the manner required by State law.

The office of Board of Director shall be terminated upon the expiration of the term of office, or until a successor is duly elected and qualified; the absence of attendance at three consecutive meetings of the Board of Directors, unless excused by the Board; upon the receipt and acceptance of a written resignation from such office.

Any action that may be taken at a meeting of the Board of Directors may be taken without a meeting if authorized in writing and signed by all members who are entitled to notice of meeting for such purpose.

President

Secretary

BYLAWS
OF
LEGAL RIGHTS CENTER, INCORPORATED

1. Fiscal Year

The fiscal and operation year for the corporation shall be the calendar year, viz: January 1st to December 31st.

2. Board of Directors

The Board of Directors of the Legal Rights Center, Incorporated, shall consist of not less than three nor more than thirty members. The number of directors shall be established by resolution of the Board of Directors. Each director shall be elected for a term of one year and shall hold office until his successor is elected and qualified. Each director shall be nominated by a nominating committee appointed by the President and shall be elected by the directors at a meeting called for such purpose. Vacancies occurring from time to time on the Board of Directors may be filled by the remaining directors. At all times a majority of the Board of Directors shall be representatives of the Black community, the Indian community, the Latino-Chicano community and the poverty community of the City of Minneapolis. At all times, there shall be an equal number of Board members from each of the Black, Indian, Latino-Chicano and legal communities. The Board members to represent the Black, Indian and Latino-Chicano communities shall be ^{NOMINATED} ~~chosen~~ by the current representatives of each of those communities on the Board. The balance of the members of the Board of Directors shall be representatives of financial contributors and supporters of the Legal Rights Center, Incorporated, agencies dealing with poor people, and the Minneapolis metropolitan community at large. Directors need not be residents of the City of Minneapolis.

A quorum of the Board of Directors shall consist of at least thirty percent of its members who may act by a simple majority of the quorum present at any meeting.

The Board of Directors shall elect officers of the corporation and shall determine general policies of the corporation; the Board of Directors shall be responsible for seeing that the staff carries out the stated purposes and basic functions of the corporation.

3. Executive Committee

The Executive Committee of the Board of Directors shall be determined by the Board. This committee may act for the corporation only in the interval between meetings of the Board. It may then exercise all of the Board's authority but may not take any action that nullifies or is inconsistent with any policy established by the Board. All actions by the Executive Committee shall be reported to the Board at its next meeting, and the Board may take action thereon as it deems appropriate.

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The Executive Director shall make a report of his activities at each meeting of the Board of Directors.

The Executive Director's salary shall be set by the Board of Directors.

Once an Executive Director has been selected and employed by the Board of Directors, he shall have permanent status and shall not be discharged or have his salary and compensation reduced without due process, including notice and hearing, and then not unless by a vote of at least three-fourths of all the members of the Board of Directors.

5. Officers

The officers of the corporation are President, Vice President, Secretary, and Treasurer. They are all elected each year to serve terms of one year. They shall be elected by the Board of Directors.

The holder of each office has all the general powers and duties that are usually incidental to such office including the ones next shown:

(a) The President presides at all meetings of the Board of Directors and membership meetings and oversees the work of the other officers.

(b) The Vice President does these things whenever the President is unable to do so.

(c) The Secretary makes, or supervises the making of, minutes of all meetings of the Board or members and supervises the keeping of lists or records of the members.

(d) The Treasurer supervises the receipt, custody, deposit, and disbursement of all funds of the corporation and the keeping of records of all such things.

6. Annual Meeting of Board of Directors

An annual meeting of the Board of Directors is held each year in Minneapolis, Minnesota, during the month of January. The exact time and place of the meeting may be fixed by the Board of Directors, but if not so fixed is 8:00 o'clock p.m. on the second Wednesday of January at the office of the corporation.

At this meeting members of the Board of Directors, for terms of three (3) years each, are elected to fill terms that have expired. At the same meeting, the members may transact any other business that is within the authority of the corporation.

7. Quarterly Meeting of the Board of Directors

A quarterly meeting of the Board of Directors shall be held each quarter at a time and place designated by the President.

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Special meetings of the Board of Directors may be called at any time by either the President, Executive Director, or any five (5) directors.

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When notice is required by these Bylaws, such notice may be waived in writing, signed by the person or persons entitled to said notice, whether before, at or after the time stated therein or before, at or after the meeting.

10. Quorum

At every annual, monthly, or special meeting of the Board of Directors a quorum is fifty percent (50%) of the members of said Board.

11. Proxies and Elections

No director may vote by proxy.

Elections are to be by written ballot unless the rule is waived by a two-thirds vote of directors present.

12. Seal

The corporation shall have no corporate seal.

13. Funds, Audit and Bonds

A full, complete and fair accounting of the funds of the corporation shall be made monthly to the Board of Directors.

The accounts and financial records shall be audited annually by a Certified Public Accountant and such audit shall be available to any Board member.

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Checks, contracts and other instruments may be signed in the corporation's name by any person or persons who from time to time have last been specifically or generally authorized by the Board to do so.

15. Amendments

These Bylaws and the Articles of Incorporation may be amended and altered by a majority vote of the directors of the corporation at a meeting noticed for such a purpose.

If an amendment of the Articles of Incorporation is adopted, Articles of Amendment are executed by the President and Secretary or other eligible officers and are filed with the Secretary of State and recorded by the Register of Deeds in the manner required by State law.

16. Expiration of Terms; Written Action

The office of Board of Director shall be terminated upon the expiration of the term of office, or until a successor is duly elected and qualified; the absence of attendance at three consecutive meetings of the Board of Directors, unless excused by the Board; upon receipt and acceptance of a written resignation from such office.

Any action that may be taken at a meeting of the Board of Directors may be taken without a meeting if authorized in writing and signed by all members who are entitled to notice of meeting for such purpose.

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BYLAWS
OF
LEGAL RIGHTS CENTER, INCORPORATED

1. Fiscal Year.

The fiscal and operation year for the corporation shall be the calendar year, viz: January 1st to December 31st.

2. Board of Directors.

The Board of Directors of the Legal Rights Center, Incorporated, shall consist of not less than three nor more than thirty members. The number of directors shall be established by resolution of the Board of Directors. Each director shall be elected for a term of one year and shall hold office until his successor is elected and qualified. Each director shall be nominated by a nominating committee appointed by the President and shall be elected by the directors at a meeting called for such purpose. Vacancies occurring from time to time on the Board of Directors may be filled by the remaining directors. At all times a majority of the Board of Directors shall be representatives of the Black community, the Indian community and the Latino-Chicano community. The Board members to represent the Black, Indian, Latino-Chicano and legal communities shall be nominated by the current representatives of each of those communities on the Board. There shall be an equal number of Board members to be elected from each of the Black, Indian, Latino-Chicano and legal communities. The balance of the members of the Board of Directors shall be elected from the Minneapolis metropolitan community at large, such as financial contributors and supporters of the Legal Rights Center, Incorporated and representatives of agencies dealing with poor people. Directors need not be residents of the City of Minneapolis.

A quorum of the Board of Directors shall consist of at least twenty-five percent of its members who may act by a simple majority of the quorum present at any meeting; provided, however, that no action shall be taken by such Board of Directors which directly affects any of the Latino-Chicano, Indian or Black communities unless there is present at such meeting at least one member of the affected community.

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10. Quorum

At every annual, monthly, or special meeting of the Board of Directors a quorum is twenty-five percent (25%) of the members of said Board.

11. Proxies and Elections

No director may vote by proxy.

Elections are to be by written ballot unless the rule is waived by a two-thirds vote of directors present.

12. Seal

The corporation shall have no corporate seal.

13. Funds, Audit and Bonds

A full, complete and fair accounting of the funds of the corporation shall be made monthly to the Board of Directors.

The accounts and financial records shall be audited annually by a Certified Public Accountant and such audit shall be available to any Board member.

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To: Board of Directors

From: Ralph L. Crowder
Administrator

Re: Report of the By-Laws Committee

Date: July 31, 1981

In the Special Board Meeting of Thursday, July 30, the By-Laws Committee made the enclosed recommendations for changes in the By-Laws. Please review both the old and the new By-Laws. The changes in the new By-Laws have been underlined for your attention. They include:

1. Section 3, p. 2, lines one and two
2. Section 4, p. 2, lines one and two
- * 3. Section 4, p. 3, line thirteen
4. Section 8, p. 4, lines two and three

Please notify the office of your approval or disapproval at your earliest convenience. This is an important matter and we would greatly appreciate a prompt response.

* Please note that in the new By-Laws, Section 4, p. 3, line thirteen, the words...he shall have permanent status... have been deleted.

New

BYLAWS
OF
LEGAL RIGHTS CENTER, INCORPORATED

1. Fiscal Year.

The fiscal and operation year for the corporation shall be the calendar year, viz: January 1st to December 31st.

2. Board of Directors

The Board of Directors of the Legal Rights Center, Incorporated, shall consist of not less than three nor more than thirty members. The number of directors shall be established by resolution of the Board of Directors. Each director shall be elected for a term of one year and shall hold office until his successor is elected and qualified. Each director shall be nominated by a nominating committee appointed by the President and shall be elected by the directors at a meeting called for such purpose.

Vacancies occurring from time to time on the Board of Directors may be filled by the remaining directors. At all times a majority of the Board of Directors shall be representatives of the Black community, the Indian community and the Latino-Chicano community. The Board members to represent the Black, Indian, Latino-Chicano and legal communities shall be nominated by the current representatives of each of those communities on the Board. There shall be an equal number of Board members to be elected from each of the Black, Indian, Latino-Chicano and legal communities. The balance of the members of the Board of Directors shall be elected from the Minneapolis metropolitan community at large, such as financial contributors and supporters of the Legal Rights Center, Incorporated and representatives of agencies dealing with poor people. Directors need not be residents of the City of Minneapolis.

A quorum of the Board of Directors shall consist of at least twenty-five percent of its members who may act by a simple majority of the quorum present at any meeting; provided, however, that no action shall be taken by such Board of Directors which directly affects any of the Latino-Chicano, Indian or Black communities unless there is present at such meeting at least one member of the affected community.

The Board of Directors shall elect officers of the corporation and shall determine general policies of the corporation; the Board of Directors shall be responsible for seeing that the staff carries out the stated purposes and basic functions of the corporation.

3. Executive Committee

The Executive Committee of the Board of Directors shall be determined by the Board and the Executive Committee shall be the officer of the corporation, and other Board members so designated. This committee may act for the corporation only in the interval between meetings of the Board. It may then exercise all of the Board's authority but may not take any action that nullifies or is inconsistent with any policy established by the Board. All actions by the Executive Committee shall be reported to the Board at its next meeting, and the Board may take action thereon as it deems appropriate.

4. Executive Director

The Executive Director shall be appointed by the Board of Directors. He or she shall be admitted to practice law or have knowledge of the law in the State of Minnesota. He or she shall have complete and total administrative responsibility for the operation and promotion of the affairs and activities of the corporation, and shall be in complete charge of the acceptance and handling of all legal matters, actions, and cases.

The Executive Director shall make a report of his activities at each meeting of the Board of Directors.

The Executive Director's salary shall be set by the Board of Directors.

Once an Executive Director has been selected and employed by the Board of Directors, he or she shall not be discharged or have his salary and compensation reduced without due process, including notice and hearing, and then not unless by a vote of at least three-fourths of all the members of the Board of Directors.

5. Officers

The officers of the corporation are President, Vice President Secretary, and Treasurer. They are all elected each year to serve terms of one year. They shall be elcted by the Board of Directors.

The holder of each office has all the general powers and duties that are usually incidental to such office including the ones next shown:

- (a) The President presides at all meetings of the Board of Directors and membership meetings and oversses the work of the other officers.
- (b) The Vice President does these things whenever the President is unable to do so.
- (c) The Secretary makes, or supervises the making of, minutes of all meetings of the Board or members and supervises the keeping of lists or records of the members.
- (d) The Treasurer supervises the receipt, custody, deposit, and disbursement of all funds of the corporation and the keeping of records of all such things.

6. Annual Meeting of Board of Directors

An annual meeting of the Board of Directors is held each year in Minneapolis, Minnesota, during the month of January. The exact time and place of the meeting may be fixed by the Board of Directors, but if not so fixed is 8:00 o'clock p.m. on the second Wednesday of January at the office of the corporation.

At this meeting members of the Board of Directors, for terms of three (3) years each, are elected to fill terms that have expired. At the same meeting, the members may transact any other business that is within the authority of the corporation.

7. Quarterly Meeting of the Board of Directors

A quarterly meeting of the Board of Directors shall be held each quarter at a time and place designated by the President.

8. Special Meetings of the Board of Directors

Special meetings of the Board of Directors may be called at any time by either the President, Executive Director, pending notification to the chair or any five (5) directors.

9. Notice of Meetings

Every notice of a meeting must state the time and place of a meeting. The notice of a special meeting must additionally state the purpose of the meeting.

A notice of a meeting of the Board of Directors shall be deemed sufficient if given by phone, in person, or by mail, three (3) days prior to said meeting.

When notice is required by these Bylaws, such notice may be waived in writing, signed by the person or persons entitled to said notice, whether before, at or after the time stated therein or before, at or after the meeting.

10. Quorum

At every annual, monthly, or special meeting of the Board of Directors a quorum is twenty-five percent (25%) of the members of said Board.

11. Proxies and Elections

No director may vote by proxy.

Elections are to be by written ballot unless the rule is waived by a two-thirds vote of directors present.

12. Seal

The corporation shall have no corporate seal.

13. Funds, Audit and Bonds

A full, complete and fair accounting of the funds of the corporation shall be made monthly to the Board of Directors.

The accounts and financial records shall be audited annually by a Certified Public Accountant and such audit shall be available to any Board member.

Indemnity bonds for the faithful performance of duties by any one or more of the officers or employees who are authorized to handle or keep records or funds of the corporation shall be required by the Board of Directors.

14. Signatures

Checks, contracts and other instruments may be signed in the corporation's name by any person or persons who from time to time have last been specifically or generally authorized by the Board to do so.

15. Amendments

These Bylaws and the Articles of Incorporation may be amended and altered by a majority vote of the directors of the corporation at a meeting noticed for such a purpose.

If an amendment of the Articles of Incorporation is adopted, Articles of Amendment are executed by the President and Secretary or other eligible officers and are filed with the Secretary of State and recorded by the Register of Deeds in the manner required by State law.

16. Expiration of Terms; Written Action

The office of Board of Director shall be terminated upon the expiration of the term of office, or until a successor is duly elected and qualified; the absence of attendance at three consecutive meetings of the Board of Directors, unless excused by the Board; upon receipt and acceptance of a written resignation from such office.

Any action that may be taken at a meeting of the Board of Directors may be taken without a meeting if authorized in writing and signed by all members who are entitled to notice of meeting for such purpose.

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BYLAWS
OF
LEGAL RIGHTS CENTER, INCORPORATED

1. Fiscal Year.

The fiscal and operation year for the corporation shall be the calendar year, viz: January 1st to December 31st.

2. Board of Directors.

The Board of Directors of the Legal Rights Center, Incorporated, shall consist of not less than three nor more than thirty members. The number of directors shall be established by resolution of the Board of Directors. Each director shall be elected for a term of one year and shall hold office until his successor is elected and qualified. Each director shall be nominated by a nominating committee appointed by the President and shall be elected by the directors at a meeting called for such purpose.

Vacancies occurring from time to time on the Board of Directors may be filled by the remaining directors. At all times a majority of the Board of Directors shall be representatives of the Black community, the Indian community and the Latino-Chicano community. The Board members to represent the Black, Indian, Latino-Chicano and legal communities shall be nominated by the current representatives of each of those communities on the Board. There shall be an equal number of Board members to be elected from each of the Black, Indian, Latino-Chicano and legal communities. The balance of the members of the Board of Directors shall be elected from the Minneapolis metropolitan community at large, such as financial contributors and supporters of the Legal Rights Center, Incorporated and representatives of agencies dealing with poor people. Directors need not be residents of the City of Minneapolis.

A quorum of the Board of Directors shall consist of at least twenty-five percent of its members who may act by a simple majority of the quorum present at any meeting; provided, however, that no action shall be taken by such Board of Directors which directly affects any of the Latino-Chicano, Indian or Black communities unless there is present at such meeting at least one member of the affected community.

The Board of Directors shall elect officers of the corporation and shall determine general policies of the corporation; the Board of Directors shall be responsible for seeing that the staff carries out the stated purposes and basic functions of the corporation.

3. Executive Committee

The Executive Committee of the Board of Directors shall be determined by the Board. This committee may act for the corporation only in the interval between meetings of the Board. It may then exercise all of the Board's authority but may not take any action that nullifies or is inconsistent with any policy established by the Board. All actions by the Executive Committee shall be reported to the Board at its next meeting, and the Board may take action thereon as it deems appropriate.

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The Executive Director shall be appointed by the Board of Directors. He or she shall be admitted to practice law in the State of Minnesota. He or she shall have complete and total administrative responsibility for the operation and promotion of the affairs and activities of the corporation, and shall be in complete charge of the acceptance and handling of all legal matters, actions, and cases.

The Executive Director shall make a report of his activities at each meeting of the Board of Directors.

The Executive Director's salary shall be set by the Board of Directors.

Once an Executive Director has been selected and employed by the Board of Directors, he shall have permanent status and shall not be discharged or have his salary and compensation reduced without due process, including notice and hearing, and then not unless by a vote of at least three-fourths of all the members of the Board of Directors.

5. Officers

The officers of the corporation are President, Vice President, Secretary, and Treasurer. They are all elected each year to serve terms of one year. They shall be elected by the Board of Directors.

The holder of each office has all the general powers and duties that are usually incidental to such office including the ones next shown:

(a) The President presides at all meetings of the Board of Directors and membership meetings and oversees the work of the other officers.

(b) The Vice President does these things whenever the President is unable to do so.

(c) The Secretary makes, or supervises the making of, minutes of all meetings of the Board or members and supervises the keeping of lists or records of the members.

(d) The Treasurer supervises the receipt, custody, deposit, and disbursement of all funds of the corporation and the keeping of records of all such things.

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An annual meeting of the Board of Directors is held each year in Minneapolis, Minnesota, during the month of January. The exact time and place of the meeting may be fixed by the Board of Directors, but if not so fixed is 8:00 o'clock p.m. on the second Wednesday of January at the office of the corporation.

At this meeting members of the Board of Directors, for terms of three (3) years each, are elected to fill terms that have expired. At the same meeting, the members may transact any other business that is within the authority of the corporation.

7. Quarterly Meeting of the Board of Directors

A quarterly meeting of the Board of Directors shall be held each quarter at a time and place designated by the President.

8. Special Meetings of the Board of Directors

Special meetings of the Board of Directors may be called at any time by either the President, Executive Director, or any five (5) directors.

9. Notice of Meetings

Every notice of a meeting must state the time and place of a meeting. The notice of a special meeting must additionally state the purpose of the meeting.

A notice of a meeting of the Board of Directors shall be deemed sufficient if given by phone, in person, or by mail, three (3) days prior to said meeting.

When notice is required by these Bylaws, such notice may be waived in writing, signed by the person or persons entitled to said notice, whether before, at or after the time stated therein or before, at or after the meeting.

10. Quorum

At every annual, monthly, or special meeting of the Board of Directors a quorum is twenty-five percent (25%) of the members of said Board.

11. Proxies and Elections

No director may vote by proxy.

Elections are to be by written ballot unless the rule is waived by a two-thirds vote of directors present.

12. Seal

The corporation shall have no corporate seal.

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The accounts and financial records shall be audited annually by a Certified Public Accountant and such audit shall be available to any Board member.

Indemnity bonds for the faithful performance of duties by any one or more of the officers or employees who are authorized to handle or keep records or funds of the corporation shall be required by the Board of Directors.

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Any action that may be taken at a meeting of the Board of Directors may be taken without a meeting if authorized in writing and signed by all members who are entitled to notice of meeting for such purpose.

OF

LEGAL RIGHTS CENTER, INCORPORATED

1. The fiscal and operation year for the corporation shall be the calendar year, viz: January 1st to December 31st.

2. Board of Directors: The Board of Directors of the Legal Rights Center, Inc., shall consist of not less than 3 nor more than 30 members. Each director shall be elected for a term of one year and shall hold office until his successor is elected and qualified. Each Director shall be nominated by a nominating committee appointed by the President and shall be elected by the Directors at a meeting called for such purpose. Vacancies occurring from time to time on the Board of Directors may be filled by the remaining Directors. At all times a majority of the Board of Directors shall be representatives of the Black community, the Indian community and the poverty community of the City of Minneapolis. The Board members to represent the Black and Indian communities shall be chosen by the current representatives of each of those communities on the Board. The balance of the members of the Board of Directors shall be representatives of financial contributors and supporters of the Legal Rights Center, Inc., agencies dealing with poor people, and the Minneapolis metropolitan community at large. Directors need not be residents of the City of Minneapolis.

A quorum of the Board of Directors shall consist of at least 30 percent of its members who may act by a simple majority of the quorum present at any meeting.

The Board of Directors shall elect officers of the corporation and shall determine general policies of the corporation; the Board of Directors shall be responsible for seeing that the staff carries out the stated purposes and basic functions of the corporation.

3. The Executive Committee of the Board of Directors shall be determined by the Board. This committee may act for the corporation only in the interval between meetings of

any action that nullifies or is inconsistent with any policy established by the Board. All actions by the Executive Committee shall be reported to the Board at its next meeting, and the Board may take action thereon as it deems appropriate.

4. The Executive Director shall be appointed by the Board of Directors. He or she shall be admitted to practice law in the State of Minnesota. He or she shall have complete and total administrative responsibility for the operation and promotion of the affairs and activities of the corporation, and shall be in complete charge of the acceptance and handling of all legal matters, actions, and cases.

The Executive Director shall make a report of his activities at each meeting of the Board of Directors.

The Executive Director's salary shall be set by the Board of Directors.

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(b) The Vice President does these things whenever the President is unable to do so.

meetings of the Board or members and supervises the keeping of lists or records of the members.

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A notice of a meeting of the Board of Directors shall be deemed sufficient if given by phone, in person, or by mail, three (3) days prior to said meeting.

When notice is required by these By-laws, such notice may be waived in writing, signed by the person or persons entitled to said notice, whether before, at or after the time stated therein or before, at or after the meeting.

At every annual, monthly, or special meeting of the Board of Directors a quorum is 50% of the members of said Board.

11. Proxies and Elections

No Director may vote by proxy.

Elections are to be by written ballot unless the rule is waived by a two-thirds vote of directors present.

12. Seal

The corporation shall have no corporate seal.

13. Funds, Audit and Bonds

A full, complete and fair accounting of the funds of the corporation shall be made monthly to the Board of Directors.

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15. Amendments

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The office of Board of Director shall be terminated upon the expiration of the term of office, or until a successor is duly elected and qualified; the absence of attendance at three consecutive meetings of the Board of Directors, unless excused by the Board; upon receipt and acceptance of a written resignation from such office.

Any action that may be taken at a meeting of the Board of Directors may be taken without a meeting if authorized in writing and signed by all members who are entitled to notice of meeting for such purpose.

President

Secretary

District Director
Internal Revenue Service

Date: December 26, 1972 In reply refer to: A: P 211:RMJ:ag

Legal Rights Center, Incorporated
810 East Franklin Avenue
Minneapolis, Minnesota 55404

Gentlemen:

In a letter dated October 26, 1970, your organization was granted exempt status under Section 501(c)(3) of the Internal Revenue Code. In that letter we made no determination as to your foundation status. Based on information available we have now classified your organization as one that is not a private foundation as defined in Section 509(a) of the Internal Revenue Code because you are an organization described in Code Section:

☒ Sec. 509(a)(1)

☐ Sec. 509(a)(2)

☐ Sec. 509(a)(3)

☐ Sec. 509(a)(4)

This classification is based on the assumption that your operations will continue as stated in your application. All changes in your purposes, character or method of operation must be reported to your District Director so he can consider their effect on your status.

Very truly yours,

R. C. Voskuil
R. C. Voskuil
District Director



District Director
Internal Revenue Service

Date:

In reply refer to:

October 28, 1970 LRP:EO:70-692 CWO:jp

Legal Rights Center, Incorporated
810 East Franklin Ave.
Minneapolis, Minnesota 55404

Gentlemen:

Purpose: Charitable

Accounting Period Ending: December 31

Based on information supplied, we have concluded that your organization is exempt from Federal income tax under Section 501(c)(3) of the Internal Revenue Code. This determination assumes the organization's operations will be as stated in the exemption application. Any changes in operation from those described, or in your character or purposes, must be reported to the District Director, at the above address, for consideration of their effect upon your status. You must also report any changes in your name or address.

Pending issuance of regulations under Section 509 of the Code, we are unable to make a determination as to whether you are a private foundation as defined in that section. Upon issuance of the regulations we will evaluate your application and make a determination as to whether you are a private foundation.

You are required to file the annual return, Form 990, on or before the 15th day of the fifth month after the end of your annual accounting period. Failure to file the Form 990 by this date may subject you to a penalty of \$10 for each day during which such failure continues, up to a maximum of \$5,000.

You are not required to file Federal income tax returns (Forms 1041, 1065 or 1120) so long as you retain your exempt status, unless you are subject to the tax on unrelated business income imposed by Section 511 of the Code, in which case you are required to file a Form 990-T. In this letter we are not determining whether any of your present or proposed activities is unrelated trade or business as defined in Section 513 of the Code.

Contributions made to you are deductible by donors as provided in Section 170 of the Code. Bequests, legacies, devises, transfers and gifts to or for your use are deductible for Federal estate and gift tax purposes under the provisions of Sections 2055, 2106 and 2522 of the Code.

You are not liable for the tax imposed under the Federal Insurance Contributions Act (social security taxes) unless you file a waiver of exemption certificate as provided in such act. You are not liable for the taxes imposed under the Federal Unemployment Tax Act. Inquiries about the waiver of exemption certificate for social security taxes should be addressed to this office. Any questions concerning excise, employment or other Federal taxes may be directed to the nearest Internal Revenue Service office in your District.

This is a determination letter.

Very truly yours,

George O. Lethert
George O. Lethert
District Director

cc: William R. Hibbs