



Irene Gomez-Bethke Papers.

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Neighborhood Justice Center, Inc.

Executive Director:
JAMES E. KEENAN, ATTORNEY AT LAW

222-4703

500 LAUREL AVENUE • ST. PAUL, MINNESOTA 55102 • (612)

February 1, 1977

Mr. Jesse Bethke
4649 Decatur Avenue North
New Hope, Minnesota 55428

Dear Mr. Bethke:

The Neighborhood Justice Center, Inc. is in the process of submitting to the McKnight Foundation a proposal to expand its criminal and juvenile defense services by establishment of an office on the West Side of Saint Paul to provide these much needed services to the Latino community and migrant stream in Minnesota. Presently, the Neighborhood Justice Center provides its legal services within Ramsey County only.

The new office would be called the West Side Defense Project and if the proposal is funded would be staffed by two staff attorneys, three bilingual community workers, and a bilingual secretary. An advisory committee consisting of Latino individuals and representatives of community organizations will be shortly formed to assist in planning of the project and will nominate individuals from the Latino community to serve on the Board of Directors of the Neighborhood Justice Center.

To assist this project in its formation, Fr. Monson of Our Lady of Guadalupe Church has agreed to provide space rent free during the first year of operations.

Since its formation in 1973 the Neighborhood Justice Center has serviced more than 1,600 clients, primarily from the Summit-University area of Saint Paul. We feel it essential that our services be made available to the Latino community on a greatly expanded basis. With your support and that of the McKnight Foundation we estimate that we could provide criminal and juvenile defense, as well as representation in immigration matters to 300-350 Latino clients per year.

February 1, 1977

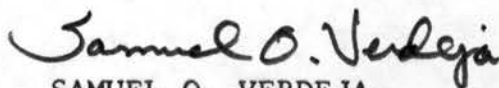
We are asking at this time for your support in the form of a letter. Hopefully this letter would acknowledge the need for legal services within the Latino community and endorse the proposal of the Neighborhood Justice Center for funding from the McKnight Foundation. The letter would be attached to the proposal. In order to provide direct legal service to the community, we need the full support of community organizations and individuals.

Please address your letter of support to:

James E. Keenan
Executive Director
Neighborhood Justice Center, Inc.
500 Laurel Avenue
Saint Paul, Minnesota 55102

Thank you and we look forward to getting this project started so that we may fully serve the legal needs of our community.

Sincerely,



SAMUEL O. VERDEJA
Community Worker

SOV/fls



1536 East Lake ◇ Minneapolis, Minnesota 55407 ◇ 724-2266, 724-2117
David Nasby, Executive Director

November 2, 1978

To: Ike Watkins, Irene Bethke, Pat
Bellanger, Irv Weiser

From: Dave Nasby

Regarding: Legal Rights Center Board

You have been designated as a nominating committee member for the coming year at the Legal Rights Center. Our task is two-fold. 1) We must fill out representation on the Board from each of the communities served by the Center, and the legal community. 2) We must designate officers for the coming year.

I propose that each of you give some thought to these items and discuss the issues in your respective communities. We will meet to make our recommendations on Wednesday, November 8 at 4 P.M. at the Legal Rights Centers. We should be able to complete our work in less than one hour.

I am enclosing a current Board roster. Your participation in this meeting is essential.

DN:dk

Lawrence Baill (339-4333)
2330 Dain Tower
Minneapolis, MN 55402

IRENE
BETH KE

Christine M. Leick (333-3481)
1154 East Grain Exchange Building
412 South Fourth Street
Minneapolis, MN 55415

Mandan

James Lund (339-3100)
1600 Dain Tower
Minneapolis, MN 55402

Dwight Oglesby (332-0421)
Pillsbury Company
608 2nd Avenue South
Minneapolis, MN 55402

wrong
#

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404
(612) 871-4886

M E M O R A N D U M

DATE: July 5, 1978

TO: All Legal Rights Center Board Members

FROM: David Nasby

RE: Clean-up of First Annual Lawyer's Fund Drive

At the last Board of Directors meeting it was decided that each member of the Board would call 4-5 solicitors to request that they complete their phone and/or personal contacts by July 15th.

Below you will find your list of people to be called. Please do this within the next week.

1. Introduce yourself as a Board Member.
2. Thank them for volunteering to help with the Fund Drive.
3. Ask them to make their final calls and mail in any checks to Joanne R. Levin, Administrator.
4. Call Joanne August 14th (871-4886) at the Center to give her the results of your efforts.

Thanks again and we will make a final report at our August 1st meeting.

Attorneys
Douglas Hall
Executive Director
James C. Boone
Michael J. Davis
Linda Gallant
James J. Krieger
David H. Peterson

Community Workers
Frank Dickenson
Willie Mae Dixon
Jerry S. Patterson
Mary Jane Wilson
Administrator
Joanne Levin

Directors
Antonio Arellano
Ed Bearhart
Pat Bellanger
Clyde Bellecourt
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Vincent Beyl
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Earl Craig
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Frances Fairbanks
Sidney Feinberg
Jose Gaitan
Sylvia Gonzales
Peter Heegaard
Harry Moss
David Murrin
David Nasby
Norman Newhall
Morris Sherman
Ralph Ware
Izear Watkins
Irving Weiser

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Irving Weiser

M E M O R A N D U M

DATE: December 19, 1978
TO: Board of Directors
FROM: Joanne R. Levin, Administrator
RE: 1978 New or Increased Contributions for
Legal Rights Center, Inc.

I have compiled a breakdown for you of our new or increased contributions for 1978. The figure totals \$23,966.59 to date.

Corporations/Foundations

*Bemis
Carolyn Foundation
Gabberts
*General Mills Foundation
Graco
*Hennepin County Bar Foundation
Honeywell
Josten's
*Medtronic
*Minnesota State Bar Foundation
Northwestern National Life
St. Luke Presbyterian Church
*Super Valu
Twin City Federal
(Miscellaneous Individual
Contributions)

\$86,041.59 to date
18,391.59 total new or increase

Bar

*Doherty, Rumble & Butler
Delaney, Thomson et al
*Fredrickson, Byron et al
Grossmans, Karlins, Siegel et al
*Henson & Effron
Johnson, Thompson & Klaverkamp
Lasley, Gaughan, Reid & Stich
*Leonard, Street & Deinard
*Mackall, Crounse & Moore
*Mullin, Weinberg & Daly
*Oppenheimer
*Robins, Davis & Lyons
Sachs, Latz & Kirshbaum
Schieffer & Carson
Schroeder, Siegfried
Stacker & Ravich
Thomson, Lovett, Wahlfors & Moran
(Miscellaneous Individual Contribution)

\$57,281 to date
5,575 total new or increase
4,850 Lawyers Fund Drive
(97 individual & firm
contributions)

*denotes an increase in past contributions.

NEIGHBORHOOD JUSTICE CENTER INC.

NEIGHBORHOOD JUSTICE CENTER
500 laurel avenue
saint paul, minnesota 55102
(612) 222-4703

WEST SIDE CRIMINAL DEFENSE OFFICE
462 south robert street
saint paul, minnesota 55107
(612) 227-8497

Executive Director: STEVE COOPER, Attorney-at-Law

Nov. 27, 1978

Dear Invitee,

The Neighborhood Justice Center, National Council of the Raza and the Metropolitan council are jointly sponsoring a conference dedicated to understanding the problems and needs of the Chicano/Latino's in the criminal Justice system. You are invited to attend this one day conference because of your demonstrated interest in this area. You and members of your agency or group are especially asked to share your experiences and knowledge so that we all can develop relevant and necessary programs for the Raza, who are affected by the Criminal Justice system.

If you plan to attend please call the Neighborhood Justice Center, West Side Criminal Defense Office at 227-8497 and leave your name with Ellie Rios, our conference coordinator. We apologize for the late morning start, but we must make early court appearances on behalf of our clients. Enclosed you will find an agenda listing the discussion topics for the conference.

Sincerely,

A Frank Gallegos

A Frank Gallegos,
Attorney at Law.

Samuel O Verdeja,
Community Worker.

isn't he boring! the man sounds just like locks - Bullshit!

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404
(612) 871-4886

June 8, 1978

David Nasby
The City, Inc.
1536 East Lake Street
Minneapolis, MN 55407

Dear Mr. Nasby:

Because I will be unable to attend the Board of Director's meeting on June 13th, I would like to take this opportunity to introduce myself.

My name is Dianne Moritz and I have been working as a law clerk at the Legal Rights Center since May 1st of this year. I am 28 years old and have lived in Minneapolis since 1972. I graduated from the University of Minnesota in 1975 with a B.A. degree in Sociology and in Criminal Justice. I attended law school at the University of Minnesota and I received my law degree this week. I plan to take the Minnesota bar examination in July.

As a law student, I worked for the Legal Aid Clinic at the law school for two years as a student attorney. I am primarily interested in criminal and constitutional law and plan to practice in those areas.

I am enjoying my work at the Legal Rights Center very much and, with the help of the staff attorneys, I am learning a great deal.

I look forward to meeting you all at the next board meeting: Please excuse my absence from this one.

Sincerely,

Dianne Moritz

Dianne Moritz

Attorneys
Douglas Hall
Executive Director
James C. Boone
Michael J. Davis
Linda Gallant
James J. Krieger
Jerod H. Peterson

Community Workers
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M E M O R A N D U M

DATE: May 30, 1978
TO: Board of Directors & Staff
FROM: David Nasby
RE: June Board Meeting

The next Board Meeting of the Legal Rights Center will be held at 5:00 p.m. on Tuesday, June 13th in the 20th floor Conference Room of the 1st National Bank.* Box lunches will be provided. Items to be covered are:

1. Juvenile Project
2. Staffing
3. By-laws and Articles of Incorporated changes
4. Board Membership
5. Budget

Tune in K.T.C.A. Channel 2, at 11:00 p.m., Friday, June 2nd on People and Causes for a discussion by Legal Rights Center's Community Workers.

*Please note new place and time.

August 1, 5:00

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404
(612) 871-4886

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The City, Inc.
1536 East Lake Street
Minneapolis, MN 55407

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I am enjoying my work at the Legal Rights Center very much and, with the help of the staff attorneys, I am learning a great deal.

I look forward to meeting you all at the next board meeting: Please excuse my absence from this one.

Sincerely,

Dianne Moritz

Dianne Moritz

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David Nasby
Norman Newhall
Morris Sherman
Ralph Ware
Izear Watkins
Irving Weiser

December 3, 1979

12: 4:00
ful signed
Peters



United Way
of Minneapolis Area

404 South Eighth Street
Minneapolis, Minnesota 55404
Phone 612 340-7400

Mr. Peter Heegard, Chairperson
Board of Directors
Legal Rights Center, Inc.
Northwestern National Bank
7th & Marquette
Minneapolis, MN 55480

Dear Mr. Heegard:

On June 26, 1979, you received a letter from the United Way of Minneapolis Area indicating that your Agency application as a financially participating Agency of the Minneapolis United Way was accepted for 1980 dependent upon a successful United Way Campaign this fall. As you know, the Campaign is completed and was successful. On November 27, 1979, the United Way Board of Directors approved allocations for program services for 1980 for all existing and new Agencies. Your Agency was approved as a new Agency for 1980.

Your allocation for 1980 is as follows:

<u>TOTAL 1980 ALLOCATION:</u>	<u>\$21,000</u>
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Your 1980 Allocation by Program Service is as follows:

Chicano-Latino Community Worker	
Family & Individual Counseling	<u>\$21,000</u>
Total 1980 Allocation	\$21,000

The release of 1980 United Way funds will be contingent upon:

- a) The development of a program monitoring and evaluation component satisfactory to both the prospective new Agency and the United Way.
- b) A 1978 audit and other current financial data submitted by the new Agency showing the total financial activity of the Agency and demonstrating that the prospective new Agency is financially solvent.

The United Way Agency Relations Staff has already made one contact with your Agency regarding the contingencies noted in this letter. Attached is a copy of the outline which was used in this conference. It is important that all these matters be handled and completed as expeditiously as possible by the Agency and by the United Way so that your funding for program services in 1980 can start on schedule.

Within the next two-three weeks, your Agency will be invited to an orientation session for the four new Agencies joining the United Way in 1980. We would recommend that the Board President, Executive Director and Bookkeeper attend this session.

Thanks to you-it works for all of us

Mr. Peter Heegard

December 3, 1979

Page Two

Early in 1980, your Agency will be assigned to an Allocations Panel which will be the principal way through which your Agency and the United Way will interact. The Panel is made up of a broad representation of community volunteers. Its function is to meet with your Agency in a variety of ways during the year to review your Agency program services, overall Agency approaches and your Agency finances. The end result of this activity each year is the recommendation of your Allocation for the following year.

All Agencies will begin receiving their 1980 Allocations on January 15, 1980. Each Agency will receive one-twelfth of its 1980 Allocation on this date. Any Agency which wishes to receive their Allocation other than in 12 equal payments should submit a detailed cash flow plan to the United Way no later than February 1, 1980, for consideration. Any revised monthly Allocations would then begin with the February, 1980, Allocation.

We welcome your Agency as a financially participating Agency of the United Way of the Minneapolis Area. The New Programs Committee, the Allocations Committee and the United Way Board of Directors feel that your addition to the group of already existing Agencies will provide some services to groups which are in great need of your services. We look forward to our first year with you in this new relationship.

Sincerely,



Mrs. Patricia Sherman
Chairperson
The Allocations Committee

PS/gw

cc Douglas Hall, Exec. Director
The Allocations Committee
Camillo DeSantis
William Bracken

enc.

UNITED WAY OF MINNEAPOLIS AREA

1980 NEW AGENCY - LEGAL RIGHTS CENTER, INC.

Conference: Joanne Levine
Betty Danielson, 340-7422
Camillo DeSantis, 340-7423

Thursday, October 4, 1979
2:00 P.M.
Legal Rights Center
808 E. Franklin Ave.
Mpls., MN 55404

1. Recommended 1980 Allocation - \$21,000

- a. Program Service funded by the United Way
 - 1) Family and Individual Counseling
(Chicano-Latino Community Worker)

2. New Agency Orientation

- a. Early in December.
- b. For Executive, Bookkeeper, Board Member.
- c. Orientation to United Way with focus on the Allocations Process.
 - 1) Reporting requirements
 - 2) Forms
 - 3) Relationship of Agency with Allocations Panel
 - 4) When funds will be available, etc.

3. New Programs Monitoring

- a. Agency will be monitored in 1980 as a new agency.
- b. Primarily carried out by Donna Peterson, Director of Research, 340-7653.
- c. 1980 Monitoring
 - 1) Review original proposal
 - 2) Develop a monitoring plan for 1980 (goals, objectives, statistical data, measurement of outcome factors, etc.)
- d. Will begin with conference involving Research and the Agency during latter 1979.

4. Agency Finances

- a. 1978 Audit
- b. 1979 year ending financial statement
- c. 1980 Revised Budget (due about 2nd week in February)
- d. Availability of financial assistance from Mike Urbanos, Director, Agency Financial Services, 340-7594.

5. Agreements

a. Agency and United Way

- 1) 1980 Allocations Letter noting 1980 allocation and any special conditions or features.
- 2) United Way Board will act on 1980 Allocations on November 27th, Allocations Letter will follow within a few days.

6. Follow-Up

- a. Participation of Agency in discussions arranged by the United Way in 1980 to discuss program coordination and planning with other agencies.

7. Agency Questions, Concerns, etc.

Attachment: June 26, 1979, United Way letter

cc Gary Miller, Director, Planning and Allocations, 340-7591
Mike Urbanos
Donna Peterson

~~Legal Rights Center, Inc.~~

808 E. Franklin Avenue Minneapolis, Minnesota 55404

(612) 871-4886

DATE: December 11, 1979

TO: FRIENDS OF THE LEGAL RIGHTS CENTER

FROM: PETER HEEGAARD, CHAIRMAN, BOARD OF DIRECTORS
DOUGLAS HALL, EXECUTIVE DIRECTOR

RE: CALENDAR YEAR 1979

As we complete our first nine years of continued service to the citizens of Hennepin County, we would like to reflect on our accomplishments of this past year.

The Center's case load has been increasing month by month. This appears due to the fact that we have a full complement of staff for the first time in many months. Felonies amount to about thirty percent of our cases, while misdemeanors are approximately fifty percent of our caseload. Our juvenile caseload has been doubling each month. At this very moment, year two funding of our state-wide juvenile advocacy project, funded by the Crime Control Planning Board, is in its final stages. As has been the case in the past, about ninety percent of our clients, both young and old, are minority people.

Our financial picture is considerably rosier than ever before. Our administration has been able to not only broaden our financial base in the legal, foundation, and corporation communities, but has secured new sources of funding as well.

Over the past two years we have been expanding our services to the Chicano-Latin community. Legal representation for this group is important because Chicanos now comprise the largest racial or ethnic minority in Minnesota. Many of these people originally arrived as migrant and seasonal farm workers and settled out of the migrant stream. The process of adapting to a northern

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industrial city after living in rural areas of the southwest, has inevitably been difficult and a small number of Chicano people, principally youngsters, have been involved in brushes with the law. The Center has been able to serve this new clientele notably by employing a bilingual-bicultural community worker, part time. After repeated attempts at United Way membership, in 1980 we shall begin receiving United Way support for a bilingual-bicultural community worker to serve this community on a full-time basis.

The Center has always served as a training ground for law students who want experience in criminal defense work. We have recently received a three year Bush Foundation grant aimed at hiring minority lawyers. This grant pays for part time employment for senior law school law clerks, then employment as a staff lawyer for one year after passing the Bar examination.

We were pleased with the results of our Second Annual Lawyers fund drive. This year, approximately one hundred and fifty lawyers and law firms contributed for the first time or increased their previous donation. This was an increase of about fifty percent over the number giving in 1978. Bob Henson and Stu Rider, co-chaired a group of hard-working volunteers and we are confident that next year's drive will be a tremendous success.

Since 1976, we have received funds from Hennepin County and the State of Minnesota on a fee-for-service basis. Our 1980 appropriation from the County will amount to a ten percent increase over our 1979 allocation.

As we begin our tenth anniversary year, we believe that we can truthfully say that the Center has combined its youthful exuberance with a new maturity and seriousness and has become a permanent part of the criminal justice process in Hennepin County.

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404

(612) 871-4886

M E M O

DATE: September 11, 1979
TO: Staff and Board Members
FROM: Joanne R. Levin, Administrator

I shall be staying at the Center through the end of the year. My responsibilities will primarily deal with seeking new sources of funding and monitoring the Juvenile Project as we are moving into the second year of this grant.

I shall be in the office on Mondays, Wednesdays and Fridays. Thank you all for your continued support and encouragement.

[NEXT BOARD MEETING IS TUESDAY, OCTOBER 2ND AT 5:30 P.M.
AT THE CENTER, THE 1980 BUDGET WILL BE THE ONLY ITEM ON THE
AGENDA]

(Please see attached projected budget)

Attorneys
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Irving Weiser

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404
(612) 871-4886

September 18, 1979

Dear Board Member:


At our last board of director's meeting on September 14th the issue of attendance was thoroughly discussed. It was agreed that a copy of this letter would be sent to each board member and that the Board should begin enforcing bylaw provisions regarding attendance. The bylaws provide that absence from three Board meetings in a row is ordinarily good cause for removal from the Board.

The Board appreciates the commitment and interest that every member has shown. Nevertheless, we are asking each Board member to honestly ask herself or himself whether she or he is able to attend Board meetings on a regular basis and otherwise fully participate in Board activities. To help you reach a decision, we are enclosing a copy of the attendance records for 1979.

We will try to reach a conclusion on the problem of attendance at the next regular Board meeting, which will be on October 2nd. This will also be a particularly important meeting because the 1980 budget will be discussed and adopted. A copy of the proposed budget will be sent to you before the meeting.

We hope that each member of the Board will give this letter serious thought and also hope to see you on October 2nd.

Sincerely,


Peter Heegaard
President

Attorneys
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LEGAL RIGHTS CENTER, INC.
Board of Directors & Officers

	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>
1. PETER HEEGAARD	X		X	X	X	X		X	X			
2. SYL DAVIS	X		X		X	X						
3. NORMAN NEWHALL												
4. SIDNEY FEINBERG						X						
5. DAVID BENNETT					X							
6. KEVIN BURKE			X	X								
7. STUART RIDER, JR.				X	X			X				
8. IRVING WEISER	X		X	X		X		X	X			
9. IZEAR WATKINS			X	X	X	X			X			
10. ED WEST	X		X	X	X							
11. HARRY MOSS												
12. EARL CRAIG												
13. CLYDE BELLECOURT			X		X	X						
14. FRANCES DOWNWIND					X	X						
15. VIKKI HOWARD												
16. FRANCES FAIRBANKS			X									
17. RALPH WARE												
18. JOSE GAITAN	X		X									
19. IRENE BETHKE				X	X			X				
20. ALBERTO O. MIERA				X	X			X	X			
21. FELINO DE LA PENIA	X				X	X						
22. ANTONIO ARELLANO	X			X								
23. ANITA LOPEZ												
24. REV. MERLE CARLSON			X	X								
25. DAVID NASBY	X		X		X	X		X				

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404
(612) 871-4886

DATE: March 12, 1979
TO: All Legal Rights Center Board Members
FROM: Joanne R. Levin, Administrator *JRL*
RE: Legal Rights Center request for United Way funding

As you know, the Center has applied for funding from United Way of Minneapolis Area. Each of you has agreed to speak to a specific member of the United Way New Programs/Allocation Committee. The Center will not receive funding unless the application is approved by this Committee.

Here is a summary of the application, so that you will be familiar with it when you talk to the committee member:

The Center has asked for \$21,000 to hire a bilingual (Spanish-English) - bicultural (understands migrant life, etc.) community worker so that the Center can work with the Chicano community.

This position is important to the Center because the Chicano community of Minneapolis is growing bigger, the Center is already getting an increasing number of Chicano clients and because there isn't any bilingual-bicultural staffperson in the Hennepin County criminal justice system at present.

In your discussion, please emphasize that the primary objective is to provide family and individual counselling, to find out which social service agencies understand the values of Chicanos and are successful working with them, and to make referrals to these agencies when appropriate.

The Chicano community worker will do the same kind of work as the present Black and Indian community workers and will be paid the same.

The Center was asked by representatives of the Chicano community to hire such a community worker and the proposal has the endorsement of Centro Cultural Chicano, Migrants In Action, CASA and Center for Spanish Speaking Seniors.

Attorneys
Douglas Hall
Executive Director
J. Craig Boone
Jerod H. Peterson
Pamela G. Smith
Community Workers
Frank Dickenson
Jerry S. Patterson
Mary Jane Wilson
Administrator
Joanne R. Levin
Directors
Antonio Arellano
Pat Bellanger
Clyde Bellecourt
David Bennett
Irene Bethke
Vincent Beyl
Rev. Merle Carlson
Earl Craig
Syl Davis
Felino de la Pena
Frances Downwind
Frances Fairbanks
Sidney Feinberg
Jose Gaitan
Peter Heegaard
Vikki Howard
Anita Lopez
Alberto O. Miera, Jr.
Harry Moss
David Nasby
Norman Newhall
Morris Sherman
Ralph Ware
Izear Watkins
Ed West
Irving Weiser

The list of Committee Members you received last week was last year's list. Here is the list of this year's members. They will be meeting for the first time this week. So please make your contacts this week.

William Bracken, Chairman
Norby Blake
Richard Contee, Dayton-Hudson Foundation
Peter Heegaard
Barbara Manthey, University of Minnesota Hospitals
Mary Anne Mullen
Jill Ragatz
Dr. Ruth Teeter, Center for Youth Development 376-7624
Doug Jones, Chandler, Wilbert, Vault Company, St. Paul
John Blueford, Pilot City Health Center
John Doyle, Northwestern National Bank
Nancy Meyer, University of Minnesota
Jack Longie, Control Data Corporation
Frank Zaragoza, AFL-CIO 291-1020
Terry Barreiro, Enablers 871-4994
Pat Hoven, Honeywell

Please contact me at the office or at my home, 377-7066, if you need more information.

2117 Second Avenue South
Minneapolis, Minn. 55404
January 11, 1979

Mr. Douglas Hall, Attorney at Law
Executive Director
Legal Rights Center, Inc.
303 East Franklin Avenue
Minneapolis, Minn. 55404

Dear Señor Hall:

This letter is to notify you that the Chicano-Latino
Caucus of the Board of Directors of the Legal Rights Center
has chosen María N. Ríos as the community worker for the
Chicano-Latino community. She is a law student and has
had previous experience. We feel that we have been lucky
in getting her.

We hope that she and Mary Jane will be able to work
together in harmony for the good of our brothers in need.

Sincerely yours,

Felino de la Peña
Felino de la Peña
for the Chicano-Latino Caucus
Board of Directors
Legal Rights Center, Inc.

FdlP:lk

PRESIDENT
Earl F. Colborn, Jr.

VICE PRESIDENTS
Ludwig B. Gartner
Warren E. Maul

TREASURER
Vusumuzi Zulu

LAW OFFICES

of the

LEGAL AID SOCIETY OF MINNEAPOLIS, INC.

SOUTHSIDE OFFICE
1929 CHICAGO AVENUE SOUTH
MINNEAPOLIS, MINNESOTA 55404
(612) 870-7604

EXECUTIVE DIRECTOR
Seymour J. Mansfield

MANAGING ATTORNEY
Peter W. Brown

ATTORNEYS
Jacqueline D. Huber
Timothy T. Price
Joel R. Thompson
Thomas C. Vasaly
James E. Wilkinson, III

LEGAL ASSISTANTS
Joletta Bird Bear
Joanne L. Byrd
Matilda Howard

MEMORANDUM

TO: Employees of the Legal Aid Society of Minneapolis,
Legal Rights Center and All interested people

FROM: Jackie Huber

DATE: May 4, 1979

RE: Department of Civil Rights Police Department Investigation

I've received telephone calls from the Civil Rights Department in Chicago, requesting information about the Minneapolis Police Department. They're interested in knowing any citizen's complaint about treatment by the Police. I've set up a meeting for representatives of that office to interview employees of our agencies, clients, and community advocates concerning these issues.

The meeting will be held at the Minneapolis Regional Native American Center Auditorium, 1530 East Franklin Avenue, Minneapolis, Minnesota on May 23, 1979, at 1:30 p.m. Please come if you have any information concerning complaints about policeman's conduct. Also spread the word to your clients and community advocates who might be interested in coming and having their concerns be aired.



MAYOR ALBERT J. HOFSTEDE

CITY PLANNING DEPARTMENT
ROOM 210 CITY HALL, MINNEAPOLIS, MN 55415
348-2597 OLIVER E. BYRUM, PLANNING DIRECTOR

minneapolis

city of lakes

April 9, 1979

To: Representatives of Protected Class Groups
From: Wes Hayden, Planning Department
Re: Second meeting, April 11, 7 p.m., Mayor's Office

Enclosed are notes from last Wednesday's meeting.

Please bring your comments on the parts of the Plan to a second meeting this Wednesday in the Mayor's Conference Room, 1st floor, City Hall.

If you can't make it, please call me and I'll make arrangements to collect your comments from you.....348-6532.

7 Get 1 #s of unemployment figures
from Fear -



EQUAL OPPORTUNITY EMPLOYER

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404
(612) 871-4886

Attorneys
Douglas Hall
Executive Director
William Gatten
Jerod H. Peterson
Pamela G. Smith
F. Clayton Tyler

Community Workers
Frank Dickenson
Manuel Guzman
Jettie Ann Hill
Darlene Jackson
Jerry S. Patterson
Rosa Ruiz

Administrator
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Alberto O. Miera, Jr.
Harry Moss
David Nasby
Carolyn Naylor
Norman Newhall
Sandra Vargas
Izear Watkins
Irving Weiser
Ed West

June 12, 1980

Mrs. Irene Bethke
4649 Decature Avenue North
New Hope, MN 55428

Dear Mrs. Bethke:

This is a brief note to express our appreciation for your participation in the Center's United Way program presentation.

Your informative comments and interpretation of problems facing the Chicano community proved to be a valuable resource for our United Way application.

Thank you for your continued support and participation in Center activities.

Sincerely,



Ralph L. Crowder
Administrator

RLC:ctb

cc: Doug Hall
Peter Heegaard

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404
(612) 871-4886

M E M O

DATE: March 11, 1980
TO: Legal Rights Center Board Members
FROM: Ralph Crowder
RE: Juvenile Court

As requested in our recent board meeting of March 4th,
I have enclosed an article on new developments in the
Hennepin County Juvenile Court.

Attorneys
Douglas Hall
Executive Director
J. Craig Boone
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Pamela G. Smith
Joel Thompson

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Jerry S. Patterson
Mary Jane Wilson

Administrator
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Harry Moss
David Nasby
Norman Newhall
Stuart W. Rider, Jr.
Ralph Ware
Izear Watkins
Irving Weiser
Ed West

GENERAL MILLS, INC. • EXECUTIVE OFFICES • 9200 Wayzata Boulevard • Minneapolis, Minnesota

540-2311

DAVID A. NASBY
Director
Community Relations

TO: BOARD MEMBERS AND STAFF, LEGAL RIGHTS CENTER
FROM: David and Karen Nasby
DATE: January 16, 1980

In order to recognize the special contribution of Joanne Levin and because it's time we spent some informal time together, Karen and I invite you to a reception at our home on January 25, 4:30 P.M. - 6:30 P.M.

It is not necessary for you to respond. We will count on everyone's attendance.

Friday, January 25, 1980
4:30 P.M. - 6:30 P.M.
1200 on the Mall
Unit #706



DAN/hh



Edith Becquer

529 + 0971

Maria Rodriguez-Dierling
822 5104
2500 Glaisdell Ave So
Mpls, MN
#409

UNITED WAY NEW PROGRAM STATISTICAL REPORT
REPORT PERIOD: FEBRUARY 1980 THROUGH DECEMBER 1980

LEGAL RIGHTS CENTER, INC.
CHICANO-LATINO COMMUNITY WORKER
SERVICE: FAMILY AND INDIVIDUAL COUNSELING

I. SUMMARY OF ACTIVITY:

	<u>Feb-Sept (3rd Qtr)</u>	<u>Feb-Dec Year-to-Date</u>
TOTAL Number of Client Cases Opened	121	177
Number of cases opened where there was no criminal charge (non-legal cases)	49	56
Number of cases requiring bilingual services	56	94
Number of clients screened and referred	69	84

II. ACTIVITY MEASURES:

Table 1
Clients Served by Type of Service

	<u>4th Quarter</u>		<u>Feb-Dec</u>	
	<u>Number</u>	<u>Percent</u>	<u>Number</u>	<u>Percent</u>
Screened and referred	15	21%	84	32%
Opened legal (criminal) caseload	49	69	121	46
Opened noncriminal charge caseload (primarily noncriminal, legal problems)	<u>7</u>	<u>10</u>	<u>56</u>	<u>21</u>
TOTAL	71	100%	261	99%

Table 2
Number of Referrals

	<u>4th Quarter</u>	<u>Feb-Dec</u>
For legal assistance	20	80
For nonlegal assistance	<u>9</u>	<u>18</u>
TOTAL	29	98

Table 3
Referral Outcome

	<u>4th Quarter</u>	<u>Feb-Dec</u>
Client contacted agency	21	68
Client did not contact agency	2	6
Unknown	<u>6</u>	<u>24</u>
TOTAL	29	98

Table 4
Client Contacts

	(N=71)		(N=261)	
	<u>4th Quarter</u>		<u>Feb-Dec**</u>	
	<u>Number</u>	<u>Percent*</u>	<u>Number</u>	<u>Percent*</u>
Screening/Intake/Evaluation	71	100%	261	100%
Information and Referral	15	21	84	32
Assist with trial process	27	38	91	35
Nontrial related legal counseling	12	17	44	17
Advocacy	11	15	34	13
Individual/family counseling	32	45	52	20
Follow-up services	<u>38</u>	<u>54</u>	<u>38</u>	<u>15</u>
TOTAL	206		604	

* Percent of client screened. One client can have more than one contact.

** These figures include figures from third quarter reports based upon estimates rather than actual record.

III. CLIENT CHARACTERISTICS FOR THOSE CASES OPENED:

Table 5
Legal Problems

	<u>4th Quarter</u>		<u>Feb-Dec</u>	
	<u>Number</u>	<u>Percent</u>	<u>Number</u>	<u>Percent</u>
Criminal charge	28	50%	95	54%
Noncriminal charge	4	7	29	16
Civil rights	6	11	23	13
Other	13	23	14	8
Nonlegal problems	<u>5</u>	<u>9</u>	<u>16</u>	<u>9</u>
TOTAL	56	100%	177	100%

Table 6
Nonlegal Problems

Problems which the community worker tried to resolve through counseling or advocacy.

	<u>Feb-Dec</u>
Employment assistance	5
Translation	4
Clothing	2
Retrieving identification	1
Protection from robbery	1
Police harrassment	1
Family communication breakdown	1
Academic dispute	1
TOTAL NONLEGAL PROBLEMS	<u>16</u>

Table 7
Ethnic Background

	<u>Feb-Dec</u>	
	<u>Number</u>	<u>Percent</u>
Hispanic	117	66%
Non-Hispanic	60	34
TOTAL	<u>177</u>	100%

Legal - Criminal
117
60
Blond

Table 8
Bilingual Services

	<u>Feb-Dec</u>	
	<u>Number</u>	<u>Percent</u>
Required bilingual services	94	53%
Did not require bilingual services	<u>83</u>	<u>47</u>
TOTAL	177	100%

Legal Rights Center
New Program Statistical Report

-4-

Table 9
Residence

	Feb-Dec	
	Number	Percent
Minneapolis Central	102	58%
Minneapolis Powderhorn	12	7
Minneapolis Near North	17	10
Minneapolis Longfellow	4	2
Minneapolis University	5	3
Minneapolis Camden	3	2
Minneapolis Southwest	2	1
Minneapolis Nokomis	3	2
Minneapolis Calhoun-Isles	1	0
Minneapolis Northeast	0	0
CITY OF MINNEAPOLIS SUBTOTAL	149	84%
Richfield	3	2%
Eagan	1	0
Stillwater (Washington)	5	3
St. Paul (Ramsey)	6	3
Anoka County	2	1
Lino Lakes	1	0
Hennepin County Workhouse	3	2
Brooklyn Park	1	0
Hopkins	1	0
St. Louis Park	1	0
Unknown	2	1
Red Lake	1	0
Milwaukee, WI	1	0
TOTAL	177	97%

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404
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Attorneys
Douglas Hall
Executive Director
William Gatton
Jerod H. Peterson
Pamela G. Smith
F. Clayton Tyler

Community Workers
Frank Dickenson
Manuel Guzman
Jettie Ann Hill
Darlene Jackson
Jerry S. Patterson
Rosa Ruiz

Administrator
Ralph L. Crowder

MEMO

DATE: February 27, 1981
TO: Legal Rights Center Board of Directors
FROM: Ralph L. Crowder, Administrator
RE: March Board Meeting

The March meeting of the Board of Directors will be held Tuesday, March 3, 1981, at 5:30 p.m.

The February minutes and the minutes of the "Special Committee" meeting are enclosed for your review. Please note that Frank Dickenson and June Redday should be included as participants in the February 4th, "Special Committee" meeting.

Directors
Antonio Arellano
Clyde Bellecourt
David Bennett
Irene Bethke
Kevin Burke
Earl Craig
Syl Davis
Felino de la Pena
Frances Fairbanks
Sidney Feinberg
Jose Gaitan
Peter Heegaard
Vikki Howard
Alberto O. Miera, Jr.
Harry Moss
David Nasby
Carolyn Naylor
Norman Newhall
Sandra Vargas
Izear Watkins
Irving Weiser
Ed West

Heart of the Earth Survival School

1209 Fourth Street S. E., Minneapolis, Minn. 55414

612-331-8862

DATE: Feb. 4, 1981

TIME: 2:00 P.M.

LOCATION: Heart of the Earth Survival School

PURPOSE: Legal Right Center, Inc. "Special Committee"

PARTICIPANTS:

Clyde Bellecourt - Legal Right Center Board Member
Bill Koenen - Legal Right Center Board Member
Harry Moss - Legal Right Center Board Member
Ralph Crowder - Staff - Legal Right Center
Manuel Guzman - Staff - Legal Right Center
Jerry Patterson - Staff - Legal Right Center
James Numn - Visitor
Doug Hall - Staff - Legal Right Center

NOTES:

Legal Rights Center Board members and staff were invited to attend a meeting at Heart of the Earth Survival School to initiate review of Legal Right Center policies and administrative process.

Areas discussed for future in-depth analysis included: 1) Definition of administrative function and internal chain-of-command; 2) Intent of members present to review present Legal Right Center Personnel Policy, By-Laws and Amendments and follow-up with recommendations for possible revision. Discussion evolved informally, and general perspective of Legal Right Center Board members was the stated intention to educate new Board members as well as staff on the written policies and reiterate original goals and philosophy of Legal Right Center.

PROBLEM AREAS

It was noted that presently staff of Legal Right Center problem solve during bi-weekly meetings. Problems are listed in agenda order and resolved collectively. Staff vote on administrative decisions. Jerry Patterson developed a model problem solving situation for discussion purposes.

A critical point in discussion and interpretation was the role of the Legal Right Center Board versus staff role. It was stated generally that the Legal Right Center Board develops policy and administration thru the Director - Doug Hall is charged with implementing policy and program operation.

The discussion indicated the need for basic role definition and although staff has been heavily involved in the decision-making process, the need that clearly identify the Directors' responsibility and authority is apparent. The position was also taken generally by the Legal Right Center Board members that staff input does not override Board of Directors policy decisions or mandates.

* That the Board of Directors forwards policy directives to Doug Hall and he there on is charged with implementation and is directly answerable to the Legal Right Center Board.

RECOMMENDATIONS

- 1) During the week of February 9th, 1981 that Board members comprised of original founders of Legal Right Center will hold a meeting to determine whether or not the Legal Right Center is conforming within original framework of Legal Right Center.
- 2) Clyde Bellecourt suggested that minutes from staff meetings, personnel meetings, etc. be included in the monthly Legal Right Center report. Bill Koenen further suggested that monthly Board minutes be compiled by the Legal Right Center Secretary and the Legal Right Center Treasurer become actively involved in financial responsibility at Legal Right Center (i.e. - check signing, revision of monthly budget statement, overview financial management, etc.)
- 3) It was recommended that each staff report to the Legal Right Center Board during monthly Board meetings on a rotation basis. For example, two staff would present a report to Board of Directors during March 1981 and would not be required to report until all other staff had similarly reported. This was suggested to a mandatory requirement.
The Legal Right Center Board and particularly the new members need this background information from all staff to develop an awareness of existing Legal Right Center programs and services.

In closing, the meeting it was generally stated by Legal Right Center Board members that staff should not be under the misconception that the Legal Right Center Board is going to be involved in daily implementation but rather seeks to clarify the Board role and responsibility of members and the relationship to administrative process.

Izear (Ike) Watkins

February 28, 1981

Board Of Directors
Legal Rights Center, Inc.
808 East Franklin
Minneapolis, MN 55404

I will attempt to explain a matter that I am familiar with that could have been alleviated with "common courtesy" or guts enough to say "NO".

Approximately 2 months ago a person, namely, James Senter, stated to me that I was pointed out to him by a member of the community as a member of the Board Of Directors of the Legal Rights Center. He also stated that he had made attempts to get in touch with Sylvester Davis or Harry "Spike" Moss to help him resolve a problem that he was having in communicating with the Legal Rights Center. He attempted to explain his legal problem. I told him that I had no expertise in law but I would go with him to the Legal Rights Center in an attempt to help him in this matter, in which I did.

I received a call 3 or 4 days later from Legal Rights regarding Mr. Senter. I was asked if I had any special interest in this person. I replied that I did not, but I did not want to see anyone go to jail. I was told that the case load was heavy but an attempt would be made to discuss the problem with Mr. Senter and I thought that was the end of the matter.

To my surprise on President's Day I received a call from Mr. Senter stating that he had been in jail for 3 or 4 days and was to appear in Court the following morning. I told Mr. Senter that I thought he had been in touch with some from the Legal Rights Center since our last meeting and he assured me that he had not. I called the Legal Rights answering service shortly after my conversation with Mr. Senter. I requested that someone from the Center return my call. My call was returned later that same day. I then explained the conversation that Mr. Senter and I had by telephone and also explained that Mr. Senter was scheduled to appear in Court the following day. At this time I was told that Attorneys would be tied up but someone from Legal Rights would appear in Court in Mr. Senter's behalf to explain the problem. On that same day of Court I had a commitment to be at another urgent meeting from 9:00 a.m. to 2:00 p.m. After the meeting was over I decided I would go to court to see the outcome of Mr. Senter's case. I was shocked when the Bailiff called Mr. Senter's name that no one from Legal Rights Center stepped forward.

Judge Rogers, I believe, was involved in a conversation that was leading nowhere. I then proceeded to step forward and introduced myself

as a member of the Board Of Directors of Legal Rights Center. I explained to him that it was my feeling that there was an error or possibly lack of communications. Judge Rogers asked me if I cared to take it upon myself to speak with the Staff of Legal Rights Center to alleviate this matter and I did. I left the Courtroom and proceeded immediately to the Legal Rights Center and talked to Doug Hall for approximately one hour and a half. I attempted to explain the situation to the best of my knowledge as to what had transpired in the courtroom that afternoon concerning Mr. Senter and this particular matter. At the end of the conversation Doug appeared to be hesitant as to whether to handle the case or not. He stated he would make a phone call and get back to me. I told Doug not to call me but to call the two people who were in the office with me at the time who were concerned with Mr. Senter's well being.

On 2/23/81 I received a call from Doug Hall. At times the conversation got quite heated. Doug stated that he had no intentions of representing Mr. Senter. I asked him "why"? and he said he just was not going to represent him. I asked Doug if he realized that Mr. Senter had to appear in Court the following day? Then I asked Doug if he would go to Court and explain to the Judge why Mr. Senter had no legal representation and his reply was "NO".

The following morning I went to the Judge's Chambers and explained to her the situation as I saw it. At this time Mr. Senter was not aware that he did not have legal representation from the Legal Rights Center. I asked the Judge to extend his case for a week to give Mr. Senter an opportunity to obtain legal representation for which she (The Judge) was accommodating.

It is my feeling that some time in the future The Board Of Directors of Legal Rights Center should take some action to alleviate such incidents from happening in the future.

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404
(612) 871-4886

Attorneys
Douglas Hall
Executive Director
William Gatton
Jerod H. Peterson
Pamela G. Smith
F. Clayton Tyler

Community Workers
Frank Dickenson
Manuel Guzman
Jettie Ann Hill
Jerry S. Patterson
Rosa Ruiz

Administrator
Ralph L. Crowder

MEMO

DATE: August 4, 1981
TO: Board of Directors
FROM: Ralph L. Crowder
RE: Benefit Concert

Directors
Antonio Arellano
Clyde Bellecourt
David Bennett
Irene Bethke
Kevin Burke
Earl Craig
Syl Davis
Felino de la Pena
Frances Fairbanks
Sidney Feinberg
Jose Gaitan
Peter Heegaard
Vikki Howard
Alberto O. Miera, Jr.
Harry Moss
David Nasby
Carolyn Naylor
Norman Newhall
Sandra Vargas
Izear Watkins
Irving Weiser
Ed West

On Sunday, August 23rd, 7:00 P.M., the Legal Rights Center will be sponsoring a Benefit Jazz Concert featuring Doris Hines. The event will be held at the Children's Theater, 2400 3rd Avenue South, Minneapolis. I have enclosed a press release and promotional literature for your review. All Board members are encouraged to purchase a patron or general admission ticket. If you have contacts for additional tickets sales, especially patron reservations, please call the office at your earliest convenience.

Doris Hines is a dynamic performer and we look forward to your support of this important event.

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404

(612) 871-4886

MEMO

DATE: November 13, 1981
TO: Board of Directors
FROM: Izear (Ike) Watkins

On October 28, 1981, Ralph Crowder and I met with the Indo-Chinese Coordinating Council in the office of Mayor Fraser. We discussed the possibility of bringing this group aboard.

It is very important that this matter be discussed and acted upon. Ralph Crowder has been doing an excellent job on submitting proposals throughout the country to obtain finances to accommodate this addition.

At our November Board Meeting I will appoint a Committee. Members of this committee will include names as follows: Felino de la Pena, Chairman, Irene Bethke, Ed West, Syl Davis, Clyde Bellecourt, William Koenen, Peter Heegaard and David Nasby.

This Committee will discuss and recommend to full Board their opinions of (1) Cost of living raise for staff, (2) Small charge to client for legal services, (3) Changes (if needed) to bring Indo-Chinese aboard.

Looking forward to seeing you at the meeting, November 17, 1981.

Attorneys
Douglas Hall
Executive Director
William Gatton
Gail M. Kaba
William E. McGee
Jerod H. Peterson

Community Workers
Manuel Guzman
Jettie Ann Hill
Jerry S. Patterson
June Redday
Rodolfo Diaz
Trudell Star

Administrator
Ralph L. Crowder

Secretary
Carole Tenbear

Receptionist
Valerie Lambkins

Directors
Antonio Arellano
Clyde Bellecourt
David Bennett
Irene Bethke
Kevin Burke
Earl Craig
Syl Davis
Felino de la Pena
Frances Fairbanks
Sidney Feinberg
Jose Gaitan
Peter Heegaard
Vikki Howard
William Koenen
Alberto O. Miera, Jr.
Harry Moss
David Nasby
Carolyn Naylor
Norman Newhall
Ramon Rocha
Artley Skenadore
Sandra Vargas
Izear Watkins
Irving Weiser
Ed West

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404
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Attorneys
Douglas Hall
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F. Clayton Tyler

Community Workers
Frank Dickenson
Manuel Guzman
Jettie Ann Hill
Jerry S. Patterson
Rosa Ruiz

Administrator
Ralph L. Crowder

TO: Board of Directors
FROM: Ike Watkins, Chairman
RE: Board Meeting
DATE: August 14, 1981

Due to the Benefit Concert on Sunday, August 23rd,
the next scheduled Board Meeting will be Tuesday, September 15th at 5:30 pm.

Look forward to seeing you at the fundraiser.

Directors
Antonio Arellano
Clyde Bellecourt
David Bennett
Irene Bethke
Kevin Burke
Earl Craig
Syl Davis
Felino de la Pena
Frances Fairbanks
Sidney Feinberg
Jose Gaitan
Peter Heegaard
Vikki Howard
Alberto O. Miera, Jr.
Harry Moss
David Nasby
Carolyn Naylor
Norman Newhall
Sandra Vargas
Izear Watkins
Irving Weiser
Ed West

3 m. Bd. of Directors

34

372
8345

733-~~48~~6705

540 4854
4351

From:
Izear (Ike) Watkins
President/Chairperson
Legal Rights Center, Inc.

July 10, 1981

To:

Board of Directors
Legal Rights Center
808 East Franklin Ave.
Minneapolis, MN 55404

Attention:

I would like to bring to your attention the concerns that were discussed at our July 7, 1981 meeting.

I decided that this meeting should be an informal meeting. The purpose was for general discussion and information. Such information and concerns about the functions of the Legal Rights Center. This was the first meeting that I have attended of which every attending member participated in asking questions and disagreeing with some of the policies now in use at the Legal Rights Center without anyone becoming angry. I will list some of the concerns discussed.

1. The number one concern seems to be "lack of communications between the Board and Staff."
2. The concern of our policies not being consistent. An example referred to is the hiring of Attorneys and Community Workers. Our policy varies from time to time. It is my feelings that we should have a set rule in our hiring practices. This would alleviate a lot of hard feelings and discussions.
3. The chain of commands should be spelled out and clear to all Board members. I feel that the Board of Directors should deal directly with the Executive Director and possibly the Director and each Community Board Member should deal with its Community Workers.
4. There was a great deal of concern regarding the filling of vacancies. As you may know we have been without the services of two Attorneys for approximately 3 months and without one or two Community Workers for a shorter period of time. These openings have not been filled as of this date. This does our Communities a dis-service. One bright spot. Everyone seems to feel that the financial structure was a good move. The new spread sheet is simplified and everyone seems to understand it.

(2)

July 10, 1981

continued:

From the information that we obtained, I have appointed a Committee to meet at the Way Community Center July 27, 1981 at 12:00 noon. The purpose is to discuss and bring recommendations back to the Board at our August meeting for action. The Board can accept, reject or ammend for the restructure of Legal Rights functions. Also the By-Laws will be reviewed and ammended if necessary. All Board members should read the By-Laws and if there is anything that they feel should be changed they should bring to the Julys meeting for discussion.

If you are unable to attend, send such information to me by mail. and it will be discussed at the meeting. My address is: TREE TOPS 3535 Bryant Ave. So. #213, Minneapolis, MN 55408. Phone: 823-7137. All Board members are invited to attend and participate. We are not trying to invent the wheel we are trying to improve our program which is needed in our Communities.

I will ask Doug Hall to spell out to the best of his ability the structure we are now operating under so that everyone gets the picture of the present operation.

Sincerely,

Ike
Izear (Ike) Watkins

IW/rw

cc: Doug Hall

M E M O R A N D U M

TO: Legal Rights Center, Inc.
Board of Directors
Chairman

FROM: William L. Koenen
Treasurer
Legal Rights Center, Inc.

DATE: Thursday, July 30, 1981

RE: Accounting Process Review - Status
Recommendations for Board Consideration

Board / Chairman

Per intent and by direction of the Board, I have met and visited with the Bookkeeper of Legal Rights Center, Inc. on June 24th, and July 27th, 1981.

Prior to the above mentioned meeting, a meeting had taken place on June 3rd, 1981 with other members of the Board appointed "Finance Committee" members, Legal Right Center CPA firm and Mr. Ralph Crowder, Legal Rights Center Administrator. An initial recommendation stemming from the June 3, 81 meeting was the immediate need to hire a full-time bookkeeper, thus, the two follow-up meetings by myself to assess progress. Rather than a detailed analysis of each meeting, it would seem more effective to generally summarize my perspective of the three meetings and a layman view of what needs to be done.

The underlying objective of the report of course is to assist in strengthening the Legal Rights Center accounting and financial reporting process.

Process Review Statement:

- 1) Hire a ^{part} full-time experienced bookkeeper;
- 2) ~~Budget~~ Statements need modification and ultimate simplification - suggested format;

Amend
1 month
ML

Budgeted - Spent - Remaining - Accruals

- Over

+ Under

- A) Cash on hand needs to be reported;
B) Trial balances - monthly balances need to be completed on a regular monthly basis;
C) Outstanding loans from any source need to be reported;
D) Pencil book and record entries needs to be discontinued and replaced by ink only entries; (Treasurer observed payroll records in pencil)
E) A complete set of "books" such as "Journal", "Ledger", Cash Disbursement records, etc. need to be established and maintained monthly. Prior to the newly hired bookkeeper coming on board, no existing set of books or generally accepted recording process had been maintained. This area of deficiency caused alarming concern on behalf of the Treasurer;

June 24
1981

Exec. Dir. Chief Exec. Fin.

- 3) A) A centralized purchase order system needs to be developed, in view of the non-existence of such a system. The bookkeeper should receive copies of all approved purchases for line item designation before actual obligation. The purchases should be approved only by the Executive Director. If purchases seem or appear unrelated to the nature and conduct of Legal Rights Center activity, the bookkeeper should red line the expenditure upon entry to the records.

Administrative

- X amount

Adm
+ X Exec
Dir.

- B) The bookkeeper should prepare all checks for Legal Rights Center for Executive Director signature and designated Board sign-off. The bookkeeper then has an established accurate way of determining cash disbursements. Checks should be carbon copy with white-slip filed numerically and checks filed accordingly on a monthly basis.

All receipts must match disbursement and attached to original purchase order request. Receipts documentation is crucial and if an amount disbursed does not match receipt total the check recipient should be responsible for any reimbursement. If the check handler is other than the Executive Director and fails to reimburse, it is my recommendation that the amount be deducted from earnings of either party. All approved vouchers disbursed should be prepared for Treasurer's view on a regularly scheduled basis.

C) Check signing authority should be revised to include the signature of the Executive Director and at least one designated Board member. Normally the Treasurer signs off with Executive Director. Check signing by two staff members should be eliminated. The checks should be prepared on regular scheduled basis for Treasurers' review and approval. If an in-house emergency develops, the Executive Director should notify the Treasurer or the other Board signer for verbal approval. In this case only a check could be released with Executive Directors' signature. Suggested signature include Executive Director, Treasurer, and one other Board member. A corporate resolution document must be signed to that effect and new signature cards ordered if the recommendation is approved.

- 4) The Bookkeeper should be the only person responsible for budget statement preparation and book entries.
- 5) Bank Loans: McKnight loan fund availability and line of credit from any source should be "Frozen" and repayments made.
1980
Loan authority beyond that should require full Board consideration and approval. All relevant loan documents and information should be forwarded to the Treasurer and Bookkeeper for analysis. It is my belief in looking at the past and current budget statements that Legal Rights Center is generally operating with a 10 - to 30 thousand cash flow deficit. Bond status should be investigated by the bookkeeper and summarized for report.
- 6) It is my recommendation that all personnel and fixed costs be maintained if cash flow is sufficient. All non-personnel and non-fixed cost disbursements should be frozen for sixty days with full Board review prior to lifting.
- 7) The bookkeeper should prepare a summary of fixed monthly expenditures and cash flow.
- 8) A new independent CPA firm is needed and should be selected immediately. Upon selection via a bid process, Legal Rights Center should conduct a mid-term full audit extending from January 1, 1981 to June 30, 1981.
- 9) The Bookkeeper should prepare a tax status report in coordination with a tax consultant if necessary to insure a solid tax structure payment base. This could be accomplished via an accounting firm.

- 10) Review of management responsibilities per job descriptions should be conducted by the Board of Directors for the position of Executive Director and Administrator.

SUMMARY:

In outlining the above areas, it should be noted that all the areas are open for discussion since it is not a legal opinion or judgement.

But in analyzing the accounting system whether one considers themselves a layman or professional, it is clear that the process needs clear and strict revision.

The process of management authority needs to be also clarified and undertaken. It appears that in this area that responsibility has not been positively assumed by either the Administration or the Legal Rights Centers' Board.

When one talks of cash flow problems the two words needs to be looked at separately. Is it a cash problem or is it really the flow? If it is a flow problem, then it really appears to be a management problem. That is the crux of the situation as I see it.

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404

(612) 871-4886

Attorneys
Douglas Hall
Executive Director
William Gatton
Jerod H. Peterson
Pamela G. Smith
F. Clayton Tyler

Community Workers
Frank Dickenson
Manuel Guzman
Jettie Ann Hill
Jerry S. Patterson
Rosa Ruiz

Administrator
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Vikki Howard
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Harry Moss
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Carolyn Naylor
Norman Newhall
Sandra Vargas
Izear Watkins
Irving Weiser
Ed West

Date: August 6, 1981

To: Bill Koenen, Syl Davis, Felino de la Pena,
Peter Heegaard, Ed West, Frances Fairbanks,
and Irene Bethke

From: Ralph L. Crowder

Re: Committee Meeting

This memo is to remind you to attend the following
Committee Meeting:

Date: August 12, 1981

Location: Legal Rights Center

Time: 7:00 PM

Purpose: Structure of Legal Rights Center

If you are unable to attend, please notify the office
at your earliest convenience.

August 3, 1981

To: Board of Directors

From: Izear (Ike) Watkins

It has become extremely hard to get a quorm for our monthly meetings. In the upcoming months we have some important decisions to make in the structure of the Legal Rights Center. Therefore, I am asking each Board Member if he or she wishes to continue a Board Member of the Legal Rights Center? If so, notify the Legal Rights Center, 808 East Franklin Avenue, Minneapolis, MN 55404 or phone 871-4886 by August 18, 1981.

If we do not hear from you we will assume that you no longer feel that you could participate with the Legal Rights Center, Board of Directors. We look forward to hearing from each of you by mail or phone.

Ike Watkins
Izear Watkins

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404

(612) 871-4886

To: Board of Directors

From: Ralph L. Crowder

Re: By-Laws and Correspondence from
Board President

Date: July 14, 1981

Please find enclosed a correspondence from the Board President, Ike Watkins, and a copy of the By-Laws for your review.

A Special Meeting of the Board will convene on Thursday, July 30, at 5:30 P.M. If you are unable to attend, please contact the office at your earliest convenience.

Attorneys
Douglas Hall
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F. Clayton Tyler

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Jettie Ann Hill
Jerry S. Patterson
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LEGAL RIGHTS CENTER

Job Announcement: Community Worker

The Legal Rights Center is seeking one (1) bi-lingual/bi-cultural part-time community worker. The position of community worker requires that the person be familiar with the Hennepin County area which (s)he serves. The community worker must also be knowledgeable with community resources which are sensitive to the needs of Chicano/Hispanic persons.

Responsibilities of the position include:

Investigation of criminal cases;

Ascertaining the social conditions which may have led an individual to involvement with the criminal justice system;

Coordinating available social services designed to change those conditions;

Communicating the special problems of poor and minority defendants to other staff members of the Legal Rights Center, the criminal justice system and social service agencies.

The Legal Rights Center is a non-profit organization which provides legal defense and coordinated social services to poor persons charged with crimes in Hennepin County.

Resumes should be submitted by August 10, 1981 to Administrator, Legal Rights Center, 808 E. Franklin Avenue, Minneapolis, MN 55404. Interviews will be conducted the following week.

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404

(612) 871-4886

To: Antonio Arellano, Irene Bethke, Jose Gaitan,
Alberto O. Miera, Jr., Felino de la Pena,
Ramon Rocha and Sandra Vargas

From: Ralph L. Crowder and Manuel Guzman

Re: Part-Time Hispanic Community Worker

Date: July 31, 1981

The Board members have also been an important resource for identifying capable people for the Center's staff. We have enclosed copies of the job announcement for your information and distribution. Please share the announcement with all those who may be prospective candidates or a potential resource.

We greatly appreciate your assistance in this effort to fill this position. If you have questions or concerns, please contact us at your convenience.

Attorneys
Douglas Hall
Executive Director
William Gattan
Jerod H. Peterson
Pamela G. Smith
F. Clayton Tyler

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Irving Weiser
Ed West

Legal Rights Center (LRC)
Anuncia de Trabajo: Trabajador de la Comunidad

El Centro de Derechos Legales (LRC) busca una (1) persona bilingue/bi-cultural para ser trabajador(a) de la comunidad.

Para ser trabajador(a) de la comunidad uno tiene que conocer el area del condado de Hennepin en donde trabaja. La persona tiene que saber los recursos de la comunidad que son sensitivos a las necesidades de personas Chicano/Hispano.

LAS RESPONSABILIDADES DE ESTA POSISION INCLUYEN LO SIGUIENTE:

Investigacion de casos criminales.

Determinar la condicion social que motivo a un individuo a verse comprometido con el sistema de Justicia Criminal.

Coordinar servicios sociales existentes designados a cambiar esas condiciones.

Comunicar los problemas especiales de Jente pobre y de miembros de la minoria ethnica a otros empleados del Legal Rights Center, del sistema de Justicia Criminal y otras agencias de servicio social.

El Centro de Derechos Legales (LRC) es oficina que da defensa criminal a personas pobres que estan acusados por crimines cometidos en el condado de Hennepin.

Personas interesadas deben de mandar su resumen antes del 10 de Agosto, 1981 a:

Administrator
Legal Rights Center, Inc.
808 E. Franklin Avenue
Minneapolis, MN 55404

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404

(612) 871-4886

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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.

Legal Rights Center, Inc.

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Douglas Hall
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~~Patricia G. Smith~~
F. Clayton Tyler

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MEMO

DATE: June 30, 1981
TO: Board of Directors
FROM: Ike Watkins
RE: July Board Meeting

Please disregard the memo of June 23rd. The July Board Meeting will be Tuesday, July 7th at 5:30 p.m. The primary reason for this Board meeting will be for information and general discussion. The May and June minutes are enclosed for your review.

If you are unable to attend, please inform the office at your earliest convenience.

*Ross
Rocha*

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404
(612) 871-4886

To: Board of Directors
From: Ralph L. Crowder *22nd*
Re: Board and Staff Retreat - June 27, 1981
Date: June 19, 1981

This memo is to inform all members of the Board of the Board and Staff Retreat to be held on Saturday, June 27, at the Spring Hill Center, Wayzata, Minnesota.

I have enclosed a brief message from Ike Watkins, an agenda for the retreat and directions to Spring Hill. Attendance for Board and Staff is required. We look forward to a positive and productive meeting. If you need transportation, please contact the Center by Friday, June 26.

Attorneys
Douglas Hall
Executive Director
William Gatton
Jerod H. Peterson
Pamela G. Smith
F. Clayton Tyler

Community Workers
Frank Dickenson
Manuel Guzman
Jettie Ann Hill
Darlene Jackson
Jerry S. Patterson
Rosa Ruiz

Administrator
Ralph L. Crowder

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Harry Moss
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Carolyn Naylor
Norman Newhall
Sandra Vargas
Izear Watkins
Irving Weiser
Ed West

June 10, 1981

To: Board of Directors & Staff:

Thanks to the arrangements of Dave Nasby, the
Legal Rights Seminar will be held as follows:

Date: June 27, 1981 (Saturday)

Time: 9:30 A.M. to 4:00 P.M.

Place: Springhill

Looking forward to seeing all of you there!

Ike
Izear (Ike) Watkins
President
Legal Rights, Inc.

DATE: Saturday, June 27
PLACE: Springhill Conference Center
TIME: 9:00 a.m. - 4:00 p.m.

9:00 a.m. - 10:30 a.m.	Review of Center history Syl Davis Clyde Bellecourt Felino deLapena Doug Hall
10:30 a.m. - 10:45 a.m.	Coffee
10:45 a.m. - 12:30 p.m.	Current program review staff
12:30 p.m. - 1:15 p.m.	Lunch
1:15 p.m. - 2:30 p.m.	Board and staff relationship; structure and functions
2:30 p.m. - 2:45 p.m.	Coffee
2:45 p.m. - 4:00 p.m.	The future of the LRC (open discussion)



DIRECTIONS TO SPRING HILL CENTER



From Minneapolis take U.S. 12 west, beyond Wayzata turn-off, to Hwy. 101 north exit (also Central Avenue). Turn right (north) on 101 and go approximately 1.2 miles to the first stoplight, which is County Road 6. Turn left (west) and go two miles to Spring Hill Center sign, at the crest of a hill, on the left. From airport, take Interstate 494 west to U.S. 12 west, then follow directions above. From St. Paul, take interstate 94 west to U.S. 12 west, then follow directions above. Note: No exit on to County Road 6 from Interstate 494.

Consultants

Syl Davis & Associates, Inc.

*Social
Development
Alternatives*

TO: Special Committee of Legal Right Center
Ike Watkins, Felino de la Pena, Clyde Bellecourt, Irene Bethke, Syl Davis, and Spike Moss

FROM: Syl Davis

RE: Suggested ideas for improved services and leadership for Legal Right Center

The meeting was held at The Way, Inc. The mission of the Committee was to discuss the direction, historical mission, and the administrative function of the Executive Director.

While a number of subjects were discussed relevant to the function of the Center, we primarily focused on the areas listed:

- a. That a Committee be selected to examine the By-Laws and revise as necessary.
- ✓ b. A Retreat for Board and Staff be held very soon, for clarifying various functions and communication between Board and Staff.
- c. A specific training program for Community Worker.
- d. To establish a better record for staff contact, and record keeping and financial accountability.
- e. To define officers and Board responsibility.
- f. To improve office procedure so contact and follow-up calls can be returned.

In regard to history and its mission: The Center was to be a vehicle for communities which were disenfranchised and poor, to have legal services for its members and institutions. Areas to be served were: Criminal, Juvenile, Corporate & Business, Domestic, Civil, Education, etc.

To date there has been focus in only two of the seven areas - Criminal and Juvenile - with some minor involvement in Civil Class action.

Areas that are becoming more and more important to members of the disadvantage communities are:

1. Landlord-Tenant
2. Mental Hospital
3. Prisons
4. Community Education of Laws

MEMO
March 23, 1981

5. Immigration - Alien
6. Juvenile
7. Class Action Suits
8. Legal Action for Business, etc.

and finally the leadership of the center.....

While the initial format for the function of the Center was to be a cooperation of the Director and Staff - the primary decision still resides with the Director when accord was not reached - for the leadership was mandated in that manner. However, since the original concept was adopted to fit the mode of the time; i.e. to help Lawyers understand the client we served and thus provide a better line of communication and trust between client and attorney. While this concept is still or should be the thrust; it is doubtful that much of this concept is still applicable, lack of proper preparation and training for worker. The Center does not function as a Legal center as it should in reference to management and control, information flow, or services to client and other business calls, Lawyer and Community Worker accountability, and discipline. Some accounting of time and availability to office when in Court, etc. How do we interpret actions and what are the principal actions of Lawyer and Staff.

How can we measure the success and failure of the Center's operation. What evaluation can be made of Community Worker function and the success of his/her role. Community Worker's are responsible for his/her actions to the community which he/she represents; in the main, however, this does not preclude his/her responsibility to the Client who apply to the Center regardless of ethnicity.

Please review this information along with the information you have received from the meeting of February 4, 1981, at the Heart of the Earth Survival School.

We should meet at least once more before the next Board meeting to finalize our report. Please make notes so we may expedite the meeting. A call will follow in the next few days to confirm a date.

Odigba!

Peace & Love

Syl Davis

Heart of the Earth Survival School

1209 Fourth Street S. E., Minneapolis, Minn. 55414

612-331-8862

DATE: Feb. 4, 1981

TIME: 2:00 P.M.

LOCATION: Heart of the Earth Survival School

PURPOSE: Legal Right Center, Inc. "Special Committee"

PARTICIPANTS:

Clyde Bellecourt - Legal Right Center Board Member
Bill Koenen - Legal Right Center Board Member
Harry Moss - Legal Right Center Board Member
Ralph Crowder - Staff - Legal Right Center
Manuel Guzman - Staff - Legal Right Center
Jerry Patterson - Staff - Legal Right Center
James Numn - Visitor
Doug Hall - Staff - Legal Right Center

NOTES:

Legal Rights Center Board members and staff were invited to attend a meeting at Heart of the Earth Survival School to initiate review of Legal Right Center policies and administrative process.

Areas discussed for future in-depth analysis included: 1) Definition of administrative function and internal chain-of-command; 2) Intent of members present to review present Legal Right Center Personnel Policy, By-Laws and Amendments and follow-up with recommendations for possible revision. Discussion evolved informally, and general perspective of Legal Right Center Board members was the stated intention to educate new Board members as well as staff on the written policies and reiterate original goals and philosophy of Legal Right Center.

PROBLEM AREAS

It was noted that presently staff of Legal Right Center problem solve during bi-weekly meetings. Problems are listed in agenda order and resolved collectively. Staff vote on administrative decisions. Jerry Patterson developed a model problem solving situation for discussion purposes.

A critical point in discussion and interpretation was the role of the Legal Right Center Board versus staff role. It was stated generally that the Legal Right Center Board develops policy and administration thru the Director - Doug Hall is charged with implementing policy and program operation.

The discussion indicated the need for basic role definition and although staff has been heavily involved in the decision-making process, the need that clearly identify the Directors' responsibility and authority is apparent. The position was also taken generally by the Legal Right Center Board members that staff input does not override Board of Directors policy decisions or mandates.

* That the Board of Directors forwards policy directives to Doug Hall and he there on is charged with implementation and is directly answerable to the Legal Right Center Board.

RECOMMENDATIONS

- 1) During the week of February 9th, 1981 that Board members comprised of original founders of Legal Right Center will hold a meeting to determine whether or not the Legal Right Center is conforming within original framework of Legal Right Center.
- 2) Clyde Bellecourt suggested that minutes from staff meetings, personnel meetings, etc. be included in the monthly Legal Right Center report. Bill Koenen further suggested that monthly Board minutes be compiled by the Legal Right Center Secretary and the Legal Right Center Treasurer become actively involved in financial responsibility at Legal Right Center (i.e. - check signing, revision of monthly budget statement, overview financial management, etc.)
- 3) It was recommended that each staff report to the Legal Right Center Board during monthly Board meetings on a rotation basis. For example, two staff would present a report to Board of Directors during March 1981 and would not be required to report until all other staff had similarly reported. This was suggested to a mandatory requirement.
The Legal Right Center Board and particularly the new members need this background information from all staff to develop an awareness of existing Legal Right Center programs and services.
In closing, the meeting it was generally stated by Legal Right Center Board members that staff should not be under the misconception that the Legal Right Center Board is going to be involved in daily implementation but rather seeks to clarify the Board role and responsibility of members and the relationship to administrative process.

GUIDE TO 1981 PROGRAM PRESENTATIONS

United Way of Minneapolis Area

This outline is a general guide to agencies for the upcoming Spring Program Presentations. You may also wish to contact your Panel leadership or Panel Staff for specific suggestions on the Presentation. Their comments would be based upon the Panel's perception of your Agency presentation last year.

LENGTH: Generally 1 - 1 1/2 hours

PRESENTERS: Agency Executive
Agency Board President or other Board representative
Program directors for United Way funded programs.

WRITTEN MATERIALS: The Panel will already have the program materials you submit on April 13, 1981.

WHEN: April 21 - May 11

LOCATION: Generally at the Agency.

Suggested Topics:

A. Brief Overview of the Agency (10 minutes)

1. What are your overall agency goals and mission?
2. What are your major objectives for 1981?
3. What are the agency locations and service area?
4. What client population do you serve?
5. How are your programs organized; what is the organization structure?

B. Review United Way Funded Services (30-45 minutes)

1. Please present a brief description of each United Way funded program.
 - . Program objectives and services provided.
 - . Intended client population.
 - . Notable past program accomplishments.
2. In addition, for each program please outline in your presentation:
 - . Which United Way service category(ies) supports the program.
 - . How you assess the community need for this program.
3. The Panel may ask you to spend more time on one specific service or program. Without specific guidance, generally you should allot most of your presentation time to those services or programs which account for the largest share of the United Way allocation.

C. Progress Reports (10 minutes)

1. Please update the Panel on the following activities if these apply to your agency.
 - a. 1981 Target Population program.
 - b. Progress towards suggestions in the Allocations Letter.
 - c. Report on plans to meet requirements of conditional allocations, etc.

D. Future Considerations (10 minutes)

1. Briefly review any program shifts you have presented in your 1981 Revised Budget.
2. Please describe or indicate if you anticipate any changes in other sources of funds that may affect 1981 or 1982 programming.
3. Other contemplated changes such as new programs, new locations, staffing patterns, etc.

E. Questions and Answers (15 minutes)

Your Panel Leadership will discuss with you whether questions should be held to the end of the presentation or asked after each section.

F. Tour of Facilities (15 minutes)

Please arrange any plans for a tour with your Panel ahead of time.

Legal Rights Center, Inc.

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Norman Newhall
Sandra Vargas
Izear Watkins
Irving Weiser
Ed West

MEMO

DATE: May 5, 1981
TO: Board of Directors
FROM: Ralph L. Crowder
RE: May Board Meeting

This memo is to remind all Board Members that the May board meeting will be held Tuesday, May 12th, at 5:30 p.m. Please notify the office if you are unable to attend.

The United Way Program Presentation for 1981 will be held on May 8th, 1:30 - 2:45 p.m at the Center. Your participation is encouraged in this important event. This meeting will concentrate on the Chicano-Latino Program funded by the United Way. Please review the enclosed guide for the presentation and the enclosed program materials.

AGENCY:

The intent of this section is to describe the clients who were actually served by the agency in 1980.

Ninety percent of all clients served by the Legal Rights Center are from the Black, Indian and Chicano-Latino (Hispanic) Communities. They must meet the indigent levels specified by Hennepin County. The client age range includes juveniles, adults and senior citizens. The Center reserves the right to accept or reject all cases and potential clients requesting legal and/or social services.

AGENCY:

A. Program title: Chicano-Latino Community Worker		Family and Individual United Way Service title: Counseling
B. Goal: (1) Increase the quality of legal counseling available to the Chicano-Latino community. (2) Increase the amount of educational and preventive information available to Chicano-Latinos. (3). Increase the impact of Chicano-Latino concerns upon the criminal justice system.		
C. Client Population: The approximately 11,000 members of the Hispanic Community in Hennepin County.		
D. 1981 Activity and Outcome Objectives: <u>Activity Objectives:</u> <ol style="list-style-type: none">1. An increase in clients served.2. Greater communication and outreach with the Community.3. Constructive advocacy for Hispanic concerns within the judicial system.4. Intake and counseling on Legal & Nonlegal matters. <u>Outcome Objectives:</u> <ol style="list-style-type: none">1. Greater identity and visibility in the Hispanic Community.2. Constructive changes within the judicial system which addresses the needs of Chicano-Latinos.3. Effective legal and nonlegal counseling.4. Effective referral system to community agencies servicing the Hispanic Community.		
E. 1980 Accomplishments: <ol style="list-style-type: none">1. A 388.2% increase in the adult Chicano-Latino caseload from 1979 to 1980. (During this same period the Hispanic juvenile caseload increased by 126.4%.)2. Publication and dissemination of printed materials educating the public and informing of the Center's services. (e.g. <u>Know Your Rights</u> pamphlet published in Spanish & English).3. Effective legal advocacy in trial and dispositional proceedings.4. Effective legal counseling on legal and nonlegal matters.		
F. 1981 changes: The impact and influx of Cuban immigrants has increased the demands on the Center's services.		
G. Collaborative Work with Other Agencies: A primary concern of this program is the ability to identify and refer clients to agencies serving the Hispanic Community. (e.g. Centro Cultural Chicano, Inc.).		
H. Major Funding Sources: United Way		I. Number of Staff: 1.0 F.T.E.

AGENCY:

Please list and briefly describe those programs provided in the greater Minneapolis service area that are not funded by United Way.

The major purpose of the Center is to provide quality legal defense to the poor and minority communities of Hennepin County. To accomplish this objective the Center has an adult and a juvenile program:

1. Adult Legal Services

Presently, the adult program is staffed by 4.5 Community workers and 2.5 Attorneys. The attorney and community worker combine to provide effective legal representation, assist the client to understand legal procedure and encourage his/her constructive participation in trial and dispositional proceedings.

2. Juvenile Legal Services

The juvenile program is staffed by 1.5 Attorneys and 2 part-time Community Workers. This program seeks to provide legal counsel to juveniles charged with crimes or in delinquency. The Community Worker and the Attorney also seek to advise and involve the respective families in a constructive and supportive role during all proceedings.

The Center believes that an effective criminal defense is not a sufficient response to the lodging of charges against an individual from its constituent communities. This perspective was the emphasis for the:

3. Coordinated Social Services Program

Community Workers attempt to identify the social conditions (e.g. lack of employment or chemical abuse) which may have contributed or caused involvement in the criminal justice process. With this information they can provide constructive alternatives at the dispositional stage of trial and direct clients to social service agencies which are successful working with poor and minority people.

LEGAL RIGHTS CENTER, INC.
1981 Funding Proposal

Introduction

The Legal Rights Center is one of the most critical resources serving the poor and minorities effected by the criminal justice system of Minneapolis and Hennepin county. The Center seeks your support in order to continue providing quality legal representation and coordinated social service to its clients.

Background

During the turbulence of the 1960's, Minneapolis was only one of the many urban communities confronted by civil disturbances, allocations of racism and social alienation. Within this atmosphere local leaders of the Black and Indian communities expressed a concern that the existing criminal defense resources were not sufficiently addressing the problems and needs of minority people. The community advocates became convinced that it was essential to establish a new agency. They sought to found an organization which would provide skilled legal services while being sensitive to the historical experiences, values and perceptions of the poor and minority communities. Their efforts resulted in the establishment of the Legal Rights Center in 1970.

Uniqueness

Poor and minority clients facing the criminal justice system often have feelings of suspicion and helplessness. This powerless and vulnerable perception of traditional criminal defense programs is reinforced by the recent major publication of Charles E. Silberman,

Criminal Violence, Criminal Justice (New York: Random House, 1978).

In Dr. Silberman's words,

It is not surprising that most defendants do not see public defender service lawyers as their advocate The defendants with whom I spoke tended to see their lawyers as representing the legal system to them, rather than representing them to the system.

This researcher concludes his assessment by stating,

. . . some defendants have trouble understanding why anyone would want to help them, let alone someone paid by the same society that is prosecuting them.

To address these problems, the Center employs community workers who are from the same ethnic and cultural backgrounds as the Center's clients. No other organization providing criminal defense services employs community workers.

It is the role of the community worker to "demystify" the criminal justice system for the Center's clients. Due to similar cultural and social experiences, community workers are able to explain the criminal justice process in language the clients understand.

Community workers are involved and assist the client in every significant stage of judicial proceeding. Since they have established credibility with the courts and police, they often are able to arrange court appearances, release without bail or the provision of minimal bail. This procedure tends to minimize the interruption a sudden arrest makes upon the client's family or job.

Frequently, the community workers act as investigators. Because they are trusted by the clients and their communities, they can acquire information which may exonerate the client, impact on the degree of criminal responsibility or have an important influence on sentencing.

The community workers also strengthen the client's confidence in the integrity of the judicial system. During trial they assist the client and attorney select a jury which the client will accept as fair. By helping clients to understand legal procedure and encouraging his evaluation of trial strategy, they ensure the client's intelligent and productive participation in the trial.

At the conclusion of the case, the community workers will recognize factors in the client's lives which may have contributed or caused involvement in the criminal justice process. With this information they can provide constructive alternatives at the dispositional stage of trial and direct clients to social service agencies which are successful working with poor and minority people.

Staff and Board

To effectively serve its clients, the Center aggressively recruits staff from poor and minority communities. Currently, two of the Center's five attorneys are Black, two community workers are Black, two are Indian and two are Chicano. The Center has historically served as a training ground for students pursuing a career in law or criminal justice. Presently, there are two Black law students who are serving as part-time employees.

A majority of the Center's Board of Directors are required by its Articles of Incorporation to be drawn from the ethnic and racial communities served by the Center. The current members of the Board are listed in an attachment to this proposal.

Caseload

The Center handled 704 cases in 1980. This was a twenty-eight percent increase over the caseload of the previous year. About twenty percent were felonies, sixty percent misdemeanors and twenty percent were juvenile matters. There was a clearly defined increase in the number of new cases accepted each month. The increase in juvenile cases for the year was significant.

Juvenile Program

The growth in the number of juveniles served by the Center in recent years, encouraged the Center to develop a specific component to deal with young offenders. In cooperation with four other legal services groups, the Center developed a grant and presented a proposal to the Minnesota Crime Control Planning Board. This program is now in its third year of funding. Under the grant, the Center represents juveniles in delinquency and related matters and the other organizations represent them in civil cases. This grant covers the entire cost of the Center's juvenile program.

Chicano-Latino Program

In the past two years, the Center has greatly expanded its services to the Chicano-Latino community. This community represents the largest racial/ethnic minority in Minnesota. Many Chicano people arrived in Minnesota from the rural Southwest as migrant farmworkers. Through the years, they left the migrant stream and adapted an urban residence. This transition to an urban lifestyle has created some tensions with the criminal justice system. In addition, the recent influx of Cuban immigrants has introduced another Spanish speaking population to the

Minneapolis urban community. To respond to this challenge, the Center has employed two bilingual-bicultural community workers to maximize its effectiveness.

Finance

In 1980, approximately twenty-five percent of the Center's support came from foundations, twenty percent from lawyers and law firms and fifty-five percent from contract for service payments from state and local government.

Among major developments in the Center's financial picture are the following:

As a second year agency in the United Way of Greater Minneapolis, the Center's 1981 allocation was increased by 38.6% over 1980. The United Way's contribution includes the full cost of a bilingual-bicultural community worker and target population grant.

The 1981 appropriation from Hennepin County was increased by 9.1% over 1980. Funding for year three of the juvenile advocacy program was approved by Crime Control Planning Board.

The Center entered year two of a three year Bush Foundation grant to encourage minority law students to practice criminal law. The grant pays the salaries for part-time employment of two law students during their senior year in law school and for one year as a staff attorney following graduation.

The Center was awarded a special one year grant from the Commission on Race and Religion, The United Methodist Church. This grant partially funded one community worker during 1980.

A detailed breakdown of the sources of the Center's financial support is attached.

Conclusion

The Legal Rights Center has become an established part of the criminal justice system of the Minneapolis metropolitan area. Since its

establishment in 1970, the Center has fulfilled a unique role in serving the poor and minority community. During this period, the Center has developed new programs as needs became apparent. Further, the Center has continuously sought means to broaden its financial base.

The Center earnestly solicits your support.

1980 Expenditures of 1981 Budget
for Legal Rights Center, Inc.

(Accrual)

<u>EXPENSES</u>	<u>1980</u> <u>Expenditures</u>	<u>1981</u> <u>Budget</u>
Attorneys	123,258.00 (5)	136,215.00 (6)
Community Workers	91,962.00 (7)	91,664.00 (6)
Law Clerks	14,382.00 (2)	13,500.00 (2)
Secretary	13,703.00	13,016.00
Adminiatrators	42,134.00 (2.5)	35,146.00 (2)
Receptionist	10,031.00	9,478.00
Bookkeeper	2,056.00	1,500.00
Janitor	2,854.00	2,795.00
Total	<u>300,380.00</u>	<u>303,314.00</u>
Health	3,878.00	5,163.00
FICA	17,158.00	19,700.00
U.C.	5,467.00	5,250.00
Worker Compensation	1,404.00	1,600.00
Travel	18,746.00	19,000.00
Total	<u>347,033.00</u>	<u>354,027.00</u>
Office	4,523.00	5,500.00
Phone	8,250.00	8,750.00
Postage	593.00	800.00
Rent	6,120.00	6,793.00
Xerox	1,428.00	1,428.00
Insurance	1,563.00	1,600.00
Miscellaneous	10,169.00	8,450.00
Total	<u>380,679.00</u>	<u>387,348.00</u>
<u>INCOME</u>		
Law Firms	74,957.00	70,000.00**
Foundation/Corporation	98,770.00	92,000.00**
United Way	21,000.00	29,117.00*
Hennepin County	55,000.00	60,000.00*
State of Minnesota	55,000.00	65,000.00**
CPYR (Juvenile Grant)	70,000.00	72,000.00*
Benefit Promotion	-----	<u>5,000.00**</u>
Total Income	<u>374,727.00</u>	<u>393,117.00</u>
Total Expenses	<u>380,679.00</u>	<u>387,348.00</u>
Excess of Revenue Over Expenses (Expenses over Revenues)	(5,952.00)	5,769.00
Cash Balance - Beginning of Year	17,828.00	2,991.00
Diff. in Cash vs Accrual Statement Preparation (Sch 1)	(8,885.00)	-----
Cash Balance - End of Year	<u>2,991.00</u>	<u>8,760.00</u>

**Estimated Income
*Guaranteed Income

(Sch 1)

Legal Rights Center, Inc.
Reconciliation of Cash vs Accrual
December 31, 1980

Cash Receipts Per Monthly Stmt. of Cash Recpts/Disb.	367,542.00	
Cash Receipts Per Budget 1980	<u>374,727.00</u>	
Difference		7,185.00
Cash Disbursements Per Monthly Stmt. of Cash Recpts/Disb.	382,379.00	
Cash Disbursement Per Budget 1980	<u>380,679.00</u>	
Difference		<u>1,700.00</u>
Total Difference		<u>8,885.00</u>

Explanation of Differences From Above

Misc. Contributions-Lawyers Fund Drive	3,010.00	
United Methodist Church	3,725.00	
Miscellaneous Difference	<u>425.00</u>	
		7,185.00
Note Payable (Per 1980 Budget)	807.00	
Equipment Additions	592.00	
Miscellaneous Difference	<u>301.00</u>	
		<u>1,700.00</u>
Total Difference		<u>8,885.00</u>

RECEIPTS, CORPORATIONS/FOUNDATIONS

	1976	1977	1978	1979	1980
American Linen Supply	150	150	150	150	200
Andreas Foundation (ADM)	5,000	10,000	5,000	5,000	5,000
Apache Foundation	-0-	600	-0-	-0-	-0-
Bemis Company	1,000	1,000	2,000	2,000	2,000
Bush Foundation	-0-	-0-	-0-	15,400	32,220
Cargill	3,000	3,000	3,000	3,000	3,000
Carolyn Foundation	-0-	-0-	3,000	-0-	-0-
Dayton-Hudson Foundation	2,000	4,700	3,000	14,000	5,000
Deluxe Check Printers	1,000	-0-	-0-	-0-	-0-
H. B. Fuller	1,000	2,000	2,000	2,000	-0-
Gabberts	-0-	-0-	200	100	-0-
General Mills Foundation	3,000	3,000	4,000	4,000	4,000
Graco	-0-	-0-	500	500	500
Hennepin County Bar Foundation	5,000	1,000	3,000	3,000	3,000
Hormel Company	-0-	-0-	-0-	-0-	-0-
Honeywell	-0-	-0-	2,000	2,500	2,500
Joint Urban Mission Project	900	150	-0-	-0-	-0-
Josten's	-0-	-0-	1,000	3,000	-0-
McKnight, Sumner T. Foundation	10,000	10,000	10,000	7,500	-0-
McKnight Foundation	50,000	50,000	25,000	-0-	-0-
Medtronic	-0-	1,000	1,250	2,500	3,000
Minneapolis Foundation	-0-	5,097	2,500	-0-	3,000
Minnesota Mining & Manufacturing (3M)	-0-	-0-	-0-	1,000	-0-
Minneapolis Star & Tribune	2,000	2,000	2,000	2,500	2,500
Minnesota State Bar Foundation	-0-	1,000	5,000	5,500	6,000
Northern States Power	500	500	500	1,000	1,000
Northrup King	-0-	-0-	-0-	-0-	300
Northwestern Bell Telephone Co.	400	500	500	500	750
Northwestern National Bank	-0-	1,000	1,000	1,000	1,000
Northwestern National Life	-0-	-0-	500	500	750
Pacific Foundation	-0-	1,000	1,000	1,000	2,000
Peavey Company	500	-0-	-0-	-0-	-0-
Phillips Foundation	500	1,000	1,000	1,000	1,000
Pillsbury Foundation	-0-	2,000	2,000	5,000	5,000
Piper, Jaffray, Hopwood	-0-	500	500	500	500
St. Luke Presbyterian Church	-0-	-0-	910	-0-	-0-
Sears, Roebuck	1,000	1,000	1,000	1,000	-0-
Skogmo Foundation	1,000	1,000	1,000	1,000	1,000
Super Value	500	500	600	700	750
Twin City Federal	-0-	-0-	1,000	500	300
United Methodist Church	-0-	-0-	-0-	-0-	*7,500
Walker, Archie & Bertha Foundation	500	500	-0-	-0-	-0-
WCCO	1,000	1,000	1,000	1,000	2,000
Williams Steel & Hardware	-0-	15,000	-0-	-0-	3,000
	94,950	115,197	87,110	90,850	98,770

Receipts

1970 -	2,500
1971 -	1,516
1972 -	12,200
1973 -	22,120
1974 -	59,045
1975 -	80,083

*Contribution designated
for 1980
3750 Received 1980
3750 Received 1981
7500

RECEIPTS, BAR

	1976	1977	1978	1979	1980
Barnett, Ratelle, Hennessy, Vander-					
vort & Stasel	-0-	-0-	500	500	500
Bassford, Heckt, Lockhart & Mullin	-0-	-0-	-0-	-0-	250
Best & Flanagan	-0-	-0-	-0-	-0-	-0-
Carlson, Greiner & Law	-0-	-0-	-0-	250	-0-
Chesnut, Brooke & Burkard	150	50	-0-	-0-	-0-
Delaney, Thompson	-0-	-0-	300	400	-0-
DeParq, Anderson, Perl, Hunegs &					
Rudquist	400	500	-0-	400	400
Doherty, Rumble & Butler	-0-	1,000	2,000	1,000	1,000
Dorsey, Windhorst, Hannaford,					
Whitney & Hallady	20,000	12,000	11,500	*11,900	10,387
Faegre & Benson	5,000	7,500	7,500	9,000	9,000
Fredrickson, Byron, Colborn,					
Bisbee & Hansen	2,000	2,000	2,300	1,100	1,000
Grossman, Karlins, Siegel & Brill	-0-	-0-	200	100	-0-
Henson & Efron	300	300	600	1,200	1,500
Holmes, Kircher & Graven	-0-	-0-	-0-	75	-0-
Hvass, Weisman & King	-0-	700	500	100	-0-
Johnson, Thompson, Klaverkamp &					
James	-0-	-0-	500	500	500
Lapp, Lazar (Individual)	150	100	30	160	-0-
Larkin, Hoffman et al.	-0-	-0-	-0-	500	1,000
Lasley, Gaughan, Reid & Stich	-0-	-0-	100	-0-	-0-
Leonard, Street & Deinard	4,800	4,800	5,400	6,000	6,000
Lindquist & Vennum	9,000	9,000	9,000	9,600	9,000
Mackall, Grouse & Moore	800	675	1,000	1,000	1,000
Maslon, Kaplan, Edelman, Borman,					
Brand & McNulty	2,500	2,500	2,500	2,500	2,500
Moss, Flaherty, Clarkson &					
Fletcher (Ind.)	-0-	-0-	-0-	250	-0-
Mullin, Weinberg & Daly	800	700	1,000	1,000	-0-
O'Connor & Hannan	4,000	4,500	4,500	4,800	4,800
Oppenheimer, Wolff et al.	1,575	1,750	1,775	2,000	2,000
Rider, Bennett (Ind.)	300	820	1,715	1,508	810
Robins, Davis, Lyons	6,825	7,175	7,700	8,400	8,400
Sachs, Latz & Kirshbaum	-0-	-0-	100	-0-	-0-
Schieffer & Carson	-0-	-0-	100	-0-	-0-
Schroeder, Siegfried, Ryan, Vidas					
& Steffy	-0-	-0-	100	-0-	-0-
Simon & Albrecht	-0-	-0-	-0-	-0-	-0-
Smith & Juster	-0-	1,000	600	-0-	-0-
Stacker & Ravich	-0-	-0-	200	-0-	-0-
Thomson, Lovett, Wahlfors & Moran	-0-	-0-	150	-0-	-0-
Misc. Contributions					
& Lawyers Fund Drive	-0-	4,262	4,850	6,770	**3,010
	58,600	61,332	66,720	71,013	63,057

Receipts

1970 - 62,390
 1971 - 90,957
 1972 - 41,825
 1973 - 44,680
 1974 - 50,625
 1975 - 63,450

*Contribution received in 1980
designated for 1979

**Contribution received in 1981
designated for 1980

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404

(612) 871-4886

Attorneys
Douglas Hall
Executive Director
William Gattton
Jerod H. Peterson
Pamela G. Smith
F. Clayton Tyler

Community Workers
Frank Dickenson
Manuel Guzman
Jettie Ann Hill
Jerry S. Patterson
Rosa Ruiz

Administrator
Ralph L. Crowder

MEMO

DATE: May 28, 1981
TO: Bill Koenen, Ike Watkins, Irene Bethke,
Felino de la Pena & Dave Nasby
FROM: Ralph L. Crowder
RE: Accounting Meeting

This memo is to confirm a meeting with Richard Orienstein, our accounting representative with the firm of Schweitzer, Rubin, Gottlieb & Karon. The meeting is scheduled for Wednesday, June 3rd, 10:00 a.m.

If you are unable to attend please contact the office at your earliest convenience.

cc: Doug Hall
Richard Orienstein

Directors
Antonio Arellano
Clyde Bellecourt
David Bennett
Irene Bethke
Kevin Burke
Earl Craig
Syl Davis
Felino de la Pena
Frances Fairbanks
Sidney Feinberg
Jose Gaitan
Peter Heegaard
Vikki Howard
Alberto O. Miera, Jr.
Harry Moss
David Nasby
Carolyn Naylor
Norman Newhall
Sandra Vargas
Izear Watkins
Irving Weiser
Ed West

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Jettie Ann Hill
Jerry S. Patterson
Rosa Ruiz

Administrator
Ralph L. Crowder

MEMO

DATE: May 28, 1981
TO: Ramon Rocha, Irene Bethke & Felino de la Pena
FROM: Ralph L. Crowder *RSC*
RE: Meeting with Hispanic Staff & Board

This memo is confirm the scheduled meeting with the Hispanic Board Members and Hispanic Staff on Tuesday, June 2nd at 10:30 a.m.

If you have schedule conflicts, please contact the office at your earliest convenience.

cc: Rosa Ruiz
Manuel Guzman

Directors
Antonio Arellano
Clyde Bellecourt
David Bennett
Irene Bethke
Kevin Burke
Earl Craig
Syl Davis
Felino de la Pena ✓
Frances Fairbanks
Sidney Feinberg
Jose Gaitan *R.R.*
Peter Heegaard
Vikki Howard
Alberto O. Miera, Jr. ✓
Harry Moss
David Nasby
Carolyn Naylor
Norman Newhall
Sandra Vargas ✓
Izear Watkins
Irving Weiser
Ed West

*refers cases to indian + black advocate
get a list of persons accused of a crime*

Reporting Education one more

1. Cells

immigration

1 Manuel

2. *2 juveniles*
2 adults

3. 1 Att position — Board

4. Senior Citizens

September 8, 1981

From: Izear (Ike) Watkins
President

To: Board of Directors
Legal Rights Center, Inc.

I received a call from Ralph Crowder informing me that Irene Bethke had requested that the September 15th meeting be postponed due to a Function in the Chicano community. We will postpone this meeting until the 4th Tuesday of the month. The date will be September 22, 1981. It will be very important that we have a quorum on 9/22/81 because we have many things to discuss and decide. Items that appear on the Agenda are as follows:

1. From our August Committee meeting we have 7 recommendations, some of which may or may not be valid since I have checked the By-Laws of the Legal Rights Center. But this is not for me to decide, as this will be the decision of the Board.
2. One of the 7 recommendations is to appoint a Personnel Committee to determine job description.
Comment: This procedure was used 2 years ago and the Board failed to follow through on it.
3. I will ask Syl Davis, Chairperson of the Legal Rights Center Structure Committee, to meet with members of the Staff for the purpose of starting to implement said program. Such as, where do we start to integrate said program into the functioning of the Legal Rights Center and to estimate the amount of money that is needed to start such new programs. I would appreciate it if he could report his findings back to our October meeting.
4. I will appoint a Committee to work along with Ralph Crowder in his efforts to raise funds for the up-coming year. Such as, explaining to our Friends and hopefully, our new Friends who have and will contributed to the Legal Rights Center, without being aggressive, but just stating facts..
Comment: Whether we agree with the Reagan Administration or not, finances for Legal Services will be cut back throughout the Country. Reagan's concept is that Private Enterprise and Foundations will pick up the slack. Let's hope he is right.
5. Another Selling Point: In the 1970 Census, Minority population was 3 1/2 % of Minneapolis. In the 1980s the Minority population has increased to 12% actual figures with a marginal error of 3 to 5%. So allowing for the error this would be 15 to 16%. This means that our Case load would have to increase.

The intentions of the Legal Rights Center is to go to our new friends, the Asian Americans, Vietnam Community and make them aware of the Services that the Legal Rights Center has to offer and welcome them to the Services. We also intend to search out and welcome them as new members of the Legal Rights Center Board of Directors.

I am enclosing a program of the Fund Raiser that was given August 23, 1981 at the Children's Theatre for some of you who were not able to attend. I feel that Ralph Crowder should be complimented on the excellent job he did in promoting this affair. It contributed a lot for Public Relations in our community.

Looking forward to seeing all of you September 22, 1981.

Sincerely yours,

Izear (Ike) Watkins
President

Legal Rights Center, Inc.

September 8, 1981

From: Izeear (Ike) Watkins
President

To: Board Of Directors & Staff
Legal Rights Center, Inc.

Since I became President of Legal Rights Center in May, 1981 many questions have been raised of which I will attempt to answer said questions.

The Legal Rights Center, Inc. operates under a Non-profit Corporation under and pursuant to the provisions of Chapter 317, Minnesota Statutes, known as the Minnesota Non-profit Corporation Act.

The Articles Of Incorporation of the Legal Rights Center, Inc. and By-Laws has to operate under the guidelines of Chapter 317, Minnesota Statutes, known as a Non-profit Corporation Act and they appear to be within the guidelines of the said Act.

Q. The question has been raised as to who has the authority of making policy?

A. Section 2 of the By-Laws answers that question. It states; "The Board Of Direstors determines policies and shall be responsible for seeing that the Staff carries out the basic functions of the Corporation". Some may get confused when they read Section 4 of the By-Laws which reads that the Exective Director has total administrative responsibility. This simply means that the Board Of Directors makes the policy and relays the policy to the Exective Director who carries it out.

Q. Questions have been raised regarding discharging of the Exective Director.

A. Section 4 of the By-Laws clarifies this question. It says-"The Exective Director must have due process, grievances in writing and being specific. He or she must be notified and a hearing must be held. And finally a vote must be taken of 3/4 of all members of the Board.

-continued-

Q. Questions have been raised concerning the financial structure.

A. Under the Articles Of Incorporation, The Legal Rights Center comes under Section 501-c-3 of the Internal Revenue Code of 1954 or future United States Internal Revenue Code.

Article XV: The Corporation shall establish methods for a full, complete and fair accounting of the finances of the Corporation. An annual audit by a Certified Public Accountant shall be made of the books and records of the Corporation for submission to the Annual meeting of the Board of Directors.

Section 13 of the By-Laws would seem to be consistent with the Article above.

At an August Committee Meeting, there was an article on the structure of Legal Rights Center presented to the Board of Directors which is in direct conflict with Section 2 of the By-Laws and the Articles of Incorporations and Chapter 317, Non-profit Corporation, Minnesota Statutes.

Paragraph 7 of that Article on the structure of Legal Rights Center which was discussed at the Committee meeting that evening stated the following: "that the Staff hold regular and special meetings to deal with policy and operating problems, the filling of Staff vacancies, and problems in particular cases. Decisions on these questions are made by consensus or majority vote."

Section 4 of the By-Laws makes it very clear the duties of the Executive Director.

(1) The Executive Director, he or she, has the administrative responsibility and operation of the program. This is not to say that he or she may not delegate such power to qualified individuals. But he or she must be aware of the every day functioning in all aspects so that he or she may be able to inform the Board of Directors of the Legal Rights Center.

At the August Committee meeting it was stated that the Executive Director had a full case load. In all of the documents that I have read pertaining to the Legal Rights Center there was not a mention of case load.

(2) His or her first priority is to administrate. If this means cutting case load down or out then, so be it.

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404
(612) 871-4886

MEMO

DATE: October 16, 1981
TO: All Board Members
FROM: Izear Watkins
RE: Special Board Meeting

We will be having a special board meeting on Tuesday, October 20th at 5:30 p.m., immediately following will be regular board of director's meeting.

For the special board meeting the agenda will include:

1. Discussion and approval of the modifications to our By-laws.
- 2., Adjourn

Attorney
Douglas H.
Executive Director
William Gatto
Gail M. Kal
William E. McG
Jerod H. Peters

Community Worker
Manuel Guzm
Jettie Ann H
Jerry S. Patterse
June Redd
Trudell St

Administrat
Ralph L. Crowd

Secretar
Carole Tenbe

Reception
Valerie Lambki

Director
Antonio Arellan
Clyde Bellecor
David Benne
Irene Beth
Kevin Bur
Earl Cra
Syl Da
Felino de la Pe
Frances Fairbar
Sidney Feinbe
Jose Gait
Peter Heegaa
Vikki Howa
William Koen
Alberto O. Miera,
Harry Mo
David Nas
Carolyn Nay
Norman Newh
Ramon Roc
Artley Skenadd
Sandra Varg
Izear Watki
Irving Wei
Ed W

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404

(612) 871-4886

MEMO

DATE: July 13, 1982

TO: All Board of Directors

FROM: Izear (Ike) Watkins

RE: Reminder of Board Meeting

Our next scheduled Board of Director's meeting will be held on Tuesday, July 20, 1982 at 5:30 p.m. here at the Legal Rights Center.

If you are unable to attend please call the office and leave a message. Thank you.

Attorneys
Douglas Hall
Executive Director
William Gatton
Gail M. Kaba
William E. McGee
Jerod H. Peterson

Community Workers
Manuel Guzman
Jettie Ann Hill
Jerry S. Patterson
June Redday
Trudell Star

Administrator
Ralph L. Crowder

Secretary
Carole Tenbear

Receptionist
Valerie Lambkins

Directors
Antonio Arellano
Clyde Bellecourt
David Bennett
Irene Bethke
Kevin Burke
Earl Craig
Syl Davis
Felino de la Pena
Frances Fairbanks
Sidney Feinberg
Jose Gaitan
Peter Heegaard
Vikki Howard
William Koenen
Alberto O. Miera, Jr.
Harry Moss
David Nasby
Carolyn Naylor
Norman Newhall
Ramon Rocha
Artley Skenadore
Sandra Vargas
Izear Watkins
Irving Weiser
Ed West

[ca. 1981?]]

TUES Sept. 11 3:30

CURRICULUM VITAE

PERSONAL DATA

Name: Ralph L. Crowder
Address: 4440 Portland Avenue South
Minneapolis, Minnesota 55407
Date of Birth: March 29, 1947
Marital Status: Married
Dependents: Three
Telephone: (612) 822-1368
Present Position: Graduate Student
Department of History
University of Minnesota
Minneapolis, Minnesota 55454

EDUCATION

High School: 1962-65 North High School
Des Moines, Iowa
Undergraduate: 1965-67 Drake University
Des Moines, Iowa
1967-69 Hampton Institute
Hampton, Virginia

B.A. - 1969 Hampton Institute

Major: History (Departmental Honors--graduated number one in the
History Department 3.80 GPA).

Graduate: 1969-1972

1975-present Department of History--University of Minnesota
Minneapolis, Minnesota

Ph.D. Program - History of African Peoples

1) Total Academic Course Work

20 Credit Hrs. African History
9 Credit Hrs. Political Science
8 Credit Hrs. Sociology
23 Credit Hrs. Afro-American Studies
52 Credit Hrs. American History - (Major emphasis: African-American)

2) Present overall GPA - 3.897
Present Major GPA - 3.921
Present Minor GPA - 3.866

ACADEMIC HONORS AND AWARDS

Honor Roll (North High School)

Boys State Representative - Iowa 1964 elected State Commerce
Commissioner

Winner Competitive Scholarship (Hampton Inst.) 1968

Sloan Foundation Scholarship (Hampton Inst.) 1968

Departmental Honors (Hampton Inst.) 1969

Winner/The Hampton History Contest 1968

Graduate Teaching Assistantship (University of Minnesota)

Graduate Teaching Assistantship (Syracuse University)
1969 - (declined)

Graduate Teaching Assistantship (University of Pittsburgh)
1969 (declined)

Graduate Fellowship (Michigan State University) 1969 - (declined)

Rockefeller Grant (University of Minnesota) 1969

Experimenters' Association Scholarship - The Experiment in
International Living, Putney, Vermont, 1969

Nominee, Woodrow Wilson Fellowship, 1968 (declined)

Urban Mini Grant - Hill Foundation 1974

TEACHING AREAS

Urban History, Recent American History, Afro-American History: Speciali-
zation-Survey Courses, Civil War and Reconstruction, Mass Movements
in the Black Community - 1900-1930, The Slave Community, Historical
and Intellectual Origins of Black Nationalism; the Mulatto Community,
African History: Specialization - Pre-Colonial and Colonial Resistance,
Pan-Africanism and Pan-African Manifestations on the continent and
within the Diaspora, survey courses; Latin American and Caribbean
History: Specialization - The Slave Experience, The Mulatto Community.

PROFESSIONAL EXPERIENCE

Project Writer -	Council on Quality Education (CQE) Project Minneapolis Urban League Street Academy Minneapolis, Minnesota March-June 1979.
Instructor -	Department of American Studies, Augsburg College Minneapolis, Minnesota, 1976-1979.
Coordinator for Black Student Affairs -	Augsburg College, 1973-1979 (March).
Instructor -	Extension Division, University of Minnesota, Mpls., Minn., Fall 1976-Winters 1977.
Teaching Associate -	Department of Afro-American Studies, University of Minnesota, Mpls., Minn., Fall 1976-Spring 1977.
Instructor -	Department of Afro-American Studies, University of Minnesota, Minneapolis, Minnesota, Fall 1975-Spring 1976.
Instructor -	Department of English, Macalester College St. Paul, Minnesota, February 1974-May 1974.
University Professor -	College of Cultural Studies, Governors State University, Park Forest South, Illinois, August 1972-August 1973.
Grader -	Department of History - 1972, University of Minnesota.
Teaching Assistant -	Departments of History and Afro-American Studies - 1969-1972, University of Minnesota.
Instructor -	Gustavus Adolphus College, Department of History, St. Peter, Minnesota, Winter, 1971.
Instructor -	Extension Division, University of Minnesota Fall of 1971.
Lecturer -	Department of Afro-American Studies, University of Minnesota, Summer 1970.
Teaching Assistant and Group Discussion Leader -	Carleton College, Northfield, Minnesota Winter, 1970.
Part Time Consultant and Instructor -	Afro-American extension courses at Men's State Reformatory, Stillwater, Minnesota, 1969-1970.

PROFESSIONAL AFFILIATIONS

Association for the Study of Afro-American Life and History
Educators to Africa
African Heritage Studies Association
American Historical Association
Organization of American Historians
Coalition of American Lutheran Church Minority Professionals
Association of Afrikan Historians

PAPERS READ/PUBLIC PRESENTATIONS

"Street Scholars and the Struggle for Egypt," Center for Inner-City Studies, Northeastern Illinois State University, Chicago, Illinois, June 1979.

"The History and Mentality of the Ku Klux Klan," Multi-Cultural Studies Department, Moorehead State University, Moorehead, Minnesota, March, 1979.

"Challenges Facing Black Students," Marshall University Senior High School, Minneapolis, Minnesota, February, 1979.

"Critical Choices Facing the NAACP," Officers Installation Service, St. Paul NAACP, St. Paul, Minnesota, December, 1978.

"The Meaning of Black History, "Af-Stravaganza '78, Black Student Cultural Center, University of Minnesota, Minneapolis, Minnesota, November, 1978.

"The Colonial System," Guest Lecture, Department of History, Augustburg College, Minneapolis, Minnesota, November, 1978.

"College, Career Options and Community Service," Allain Locke Senior High School, Los Angeles, California, October, 1978.

"Black Unity: Historical and Political Implications," Keynote Address, First Annual Minority Commencement Banquet, University of Minnesota, June, 1978.

"Street Scholars: A Neglected Dimension in Black History," African Heritage Studies Association, Annual Conference, New York, New York, April, 1978.

United States District Court

FOR THE

DA

DISTRICT OF MINNESOTA THIRD DIVISION

DWIGHT W. KELSEY,

CIVIL ACTION FILE NO. — 3-61-1074

Plaintiff

v.

JACK YOUNG, individually,
and as well as in his official
capacity as Commissioner of
Corrections for the State of
Minnesota, et al.,

Defendant

SUMMONS

To the above named Defendant :

You are hereby summoned and required to serve upon DWIGHT W. KELSEY

plaintiff's attorney , whose address is Box 55, Stillwater, Minnesota 55032,

an answer to the complaint which is herewith served upon you, within 20 days after service of this
summons upon you, exclusive of the day of service. If you fail to do so, judgment by default will be
taken against you for the relief demanded in the complaint.

ROBERT E. HESS,

Clerk of Court.

Bernadine L. Brown

Deputy Clerk.

Date: December 21, 1981

[Seal of Court]

NOTE:—This summons is issued pursuant to Rule 4 of the Federal Rules of Civil Procedure.

RETURN ON SERVICE OF WRIT

I hereby certify and return, that on the _____ day of _____, 19____,

I received this summons and served it together with the complaint herein as follows:

MARSHAL'S FEES

Travel _____ \$ _____
 Service _____

United States Marshal.

By _____
Deputy United States Marshal.

Subscribed and sworn to before me, a _____ this _____
 day of _____, 19____.

[SEAL]

Note:—Affidavit required only if service is made by a person other than a United States Marshal or his Deputy.

No. _____

United States District Court
 FOR THE _____

v.

SUMMONS IN CIVIL ACTION

Returnable not later than _____ days
 after service.

Attorney for Plaintiff

COPY

United States District Court
District Of Minnesota
Third Division

Dwight W. Kelsey
Plaintiff

vs.

Jack Young, individually and as well as in his
official capacity as commissioner of corrections
for the State Of Minnesota; Robert Frickson,
individually and as well as in his official
capacity as warden of the Stillwater State Prison,
Stillwater, Minnesota; Attorney Douglas Hall,
individually and as well as in his official
capacity as attorney for Legal Rights Center,
Minneapolis, Minnesota; and their agents and
employees.
Defendants.

COMPLAINT

CIVIL ACTION

File No. 3-81-1074

Plaintiff, Dwight W. Kelsey, seeks declaratory and injunctive relief and damages
in the sum of Eight Hundred Thousand Dollars \$800,000.00 against the defendants
and their agents and employees for the facts and reasons set forth.

Jurisdiction

Jurisdiction is conferred upon this court by virtue of Title 42 United States
Code, Section 1933; Title 28 United States Code, Sections 2201, 2202 and 1343 and the
United States Constitution.

Class Of Plaintiff

Plaintiff, Dwight W. Kelsey, a citizen and inmate at Stillwater State Prison brings
this action pursuant to the rules of civil procedure applicable to civil actions, on
his own behalf against Jack Young, individually and as well as in his official capacity
as commissioner of corrections for the State Of Minnesota; Robert Frickson, individually
and as well as in his official capacity as warden of the Stillwater State Prison,
Stillwater, Minnesota; Attorney Douglas Hall, individually and as well as in his
official capacity as attorney for Legal Rights Center, Minneapolis, Minnesota; and
their agents and employees.

Statement Of Facts

- 1: The plaintiff in this instant cause of action was incarcerated at Stillwater State Prison on March 12, 1971 and soon thereafter Dr. David Fogel was named commissioner of corrections by Governor Wendell Anderson. Governor Anderson wanted prison reform. Dr. David Fogel started a liberal program for prisoners and they were well intended. He allowed the American Indians to have their religious and culture group and the black inmates were allowed their Afro Culture Group and the white inmates were not allowed any all white group to represent them. White inmates are still not allowed any group activity by the department of corrections. That has been the rule up to the present. As soon as the Indians and Afro American formed their all Indian and All Afro American culture group they started to physically attack white inmates in packs and it has resulted in several deaths and hundreds of assaults and stabbings. Correctional officials have been aware of the racial attacks and racial problems and nothing has been done to protect white inmates or allow them an all white group for their protection, culture, education and religion.
- 2: On one occasion the plaintiff was sitting on the steps to cell hall B and a group of approximately forty Indians confronted the plaintiff and said that he could not sit on the Indian's steps. If he didn't move he would have been beaten by them. The racial problem has existed at Stillwater State Prison for years and only when the Indians and Afro Americans attacked guards in a pack were they punished severely.
- 3: The white inmates at Stillwater State Prison want an all white religion named the "Church Of The White Conception" and they are interested in reading Nazi and Ku Klux Klan Literature. A Jewish Correctional Official, Ron Walters, has censored and confiscated all Nazi and Ku Klux Klan Literature from white inmates and the department of corrections has prevented the white inmates from having an all white school and religion and deprived them of an equal amount of funds provided to Indian and Afro American Inmates for their religious and culture group.
- 4: The first problem the plaintiff had at Stillwater State Prison regarding racism and segregation began shortly after his incarceration on March 12, 1971. The plaintiff sat in the southeast corner of the dining hall with another white

Statement Of Facts

inmate, Gary Waters. Shortly after he sat down with Gary Waters he was confronted by Ray White, Indian Chief, and the plaintiff and Gary Waters were advised that they would have to move because only Indians could sit there in that section of the dining hall. Inmate Gary Waters, at first refused to move and was threatened by the Indian Chief. The plaintiff was able to persuade Gary Waters to move because it was clear that the Indians would attack in a group. The practice of racial segregation in the dining hall by the Indians has continued up to the present. On numerous occasions the plaintiff has been witness to physical attacks by Indians on white inmates because they sat in their section of the dining hall. Most of the new white inmates are not aware that they cannot sit in the Indian Section of the dining hall and have been attacked and chased out of the Indian Section of the dining hall. The last attack on an inmate by Indians for sitting in their section of the dining hall was on a black inmate. He sat in their section and refused to move. The Indians attacked him and tipped over his table. A sergeant and a couple of guards broke it up and nothing was done about it and there was no disciplinary report to the knowledge of the plaintiff. The prison administration has been aware of the racial issue for years and it appears that they have encouraged it and intentionally failed to prevent it. The courts have prevented correctional official from using corporal punishment and it is clear that if they use Indian and black inmate to attack white inmate that they cannot be accused of corporal punishment. It would be a less severe punishment if corporal punishment be restored and the guards beat white inmates under supervision of the warden or the commissioner because Indians and black inmates have been using knives and pipes to attack white inmates.

5: The protective custody unit at Stillwater State Prison has been in operation since about 1974 and 99% of the inmates in the protective custody unit has been white inmates. A lot of them have been attacked by Indian or black inmates. White inmates have been placed in the protective custody unit for racial reasons and correctional officials have done nothing to stop racial attacks on white inmates. The protective custody unit is for white inmates with the exception of approximately 1% black and Indian that have been forced into protective custody by their own culture group. There has never been an Afro American or Indian forced into the protective custody unit by white inmates.

Statement Of Facts

6: Department Of Corrections officials deprive white inmates of their civil rights secured to them by the United States Constitution because Indian and Afro American Inmates have been allowed to engage in the following racial practices which violate constitutional principles in that:

A: Indians are allowed to have religious ceremonies in segregation and white inmates are not allowed to go to church services or have any culture ceremonies in the segregation section of the prison;

B: During movies and other entertainment in the auditorium, Indian Inmates sit in segregated section of the auditorium and if white inmates sit down in their section of the auditorium they are told to leave or else. If they do not leave they are assaulted and forced to move by the Indians;

c: There were numerous telephones installed at Stillwater State Prison soon after Dr. David Fogel became commissioner of corrections and there has always been a racial issue regarding the use of the telephones because Indians and Afro Americans have controlled the telephones by intimidating white inmates. On one occasion Indians took over the white inmate's telephones and then Afro Americans took over the white inmate's telephones from the Indians. The white inmates had none for a long time. The correctional officers have been aware of the situation and have done nothing to alleviate the situation. In fact, it appears they have deliberately encouraged it. The racial issues regarding the telephone had a lot to do with the last murder. One white inmate got forty years for murder and he is not guilty because the truth was suppressed about racial problems that correctional officials failed to prevent. The plaintiff has been acquainted with the racial issue that led to the last murder;

D: There is an all Indian School for Indian Inmates that teach racial hatred and they are allowed their religious ceremonies at their school and are allowed to have recreation in the yard during school hours. White inmates are not allowed the same privileges that are provided to the Indians.

7: On October 18, 1981, the plaintiff was given two reports at Stillwater State Prison for violation of rule #41 (assault) and rule #32 (disorderly conduct)

8: On October 21, 1981, the plaintiff was found not guilty at a disciplinary hearing of violation of rule #41 (assault) and guilty of violation of rule #32, (disorderly conduct)

Statement Of Facts

9: On October 22, 1981, the plaintiff filed a notice of appeal with the warden upon the grounds that the institution was out of control at 10:00 A.M. on October 18, 1981, at the time of the plaintiff's rule violation and the T.V. camera should have been turned on, and if the camera had been on it would have shown that the plaintiff was a victim of assault.

10: The reasons given by the disciplinary board members for finding the plaintiff guilty of violation of rule #32 were that the plaintiff's action were not the proper way to resolve such problems. The plaintiff was being choked by Indian Storm and on October 19, 1981, Judge Esther Tomljanovich issued a writ of habeas corpus to bring the plaintiff into her court on another matter and the plaintiff showed her the choke mark on the plaintiff's throat. That is on the court transcript. The prison disciplinary board said that it did not matter that the Indian was choking the plaintiff. The disciplinary board have been aware of the racial attacks on white inmates and have done nothing to remedy the situation. The racial problems and attacks on white inmates raised at the plaintiff's disciplinary^{HEARING} have been going on for years and the department of correction and the disciplinary board have done nothing because Attorney Douglas Hall, defendant in this cause of action has got the Indians off by intimidating disciplinary board members and correctional officials by threat of court action in the Federal Courts. The Indians and Afro American get their rights in the courts but have no regard for rights of others when they get their rights. The problem raised in this cause of action has been going on for years.

11: The first problem with Indian Storm started because of a disagreement with another Indian who was using the Indian Group and Inmate Storm to provide the muscle for him, on the plaintiff. The problem with Indian Storm continued for several months. They don't fight one on one but attack in packs.

12: Inmate Storm had been walking in the plaintiff's cell without permission and had been making racial remarks about his former wife. When the plaintiff demanded that he stop making insulting remarks Indian Storm said "Fuck you old man. I can say anything that I want to you". Then he grabbed the plaintiff by the throat. Inmate Storm feels that he has a right to do anything he wants to a white man because of the Indian Culture Group at the prison has been backing their members for years and have physically attacked white inmates if there is any disagreement.

Statement Of Facts

13: Correctional officials have given special privileges to Indian and Afro American inmates and the Indians have their own special school that teaches racial hatred. It is necessary for this court to order that correctional officials give white inmates equal treatment and allow white inmates to have their own all white school or in the alternative the dining hall, Indian School and all groups be completely intergrated according to the civil rights act passed by congress.

14: On October 18, 1981, the plaintiff left cell # 558 A cell hall and proceeded down the hallway to the gym to go out to the yard. It was on a Sunday and the yard is open at 9:30 A.M. if the weather conditions are suitable to the watch lieutenant. The plaintiff made it to the stairway of the gym without any problem. On the stairway Indian Storm, was loitering. As soon as Storm saw the plaintiff he made a remark about the bikers an all white group not recognized by correctional officials, at Stillwater State Prison. The remark by Storm was racially intended and he advised Storm that he does mind his own buisness and does his own time. The plaintiff went on into the gym floor and found out that the yard was closed because of weather conditions. As soon as the plaintiff found out the yard was closed he was returning to his cell and found inmate Storm lurking in the hallway and that the institution was out of control with approximately fourty inmates protesting in front of the security center and not a guard in sight. The plaintiff had to pass Inmate Storm to get to his cell and requested that he stop making remarks in the future and advised him that he had been doing it for several months and didn't want anymore of it. Inmate Storm then grabbed the plaintiff by the throat and a struggle started.

15: On October 21, 1981, reporting officer K. Bjorkman testified at the plaintiff's disciplinary hearing. The reporting officer K. Bjorkman, testified that when he unlocked the side door to the hospital that the plaintiff was struggling with Inmate Storm approximately ten feet from the door in front of the radiator. On his report he claimed that the plaintiff had Inmate Storm up against the wall. The report was intended to show that the plaintiff assaulted Inmate Storm. During the hearing, after questioning by the plaintiff, the reporting officer admitted the radiator was in front of the window and that the plaintiff did not have him in front of the wall. The reporting officer also admitted that he was inside of the security center and came out to unlock the door to the hospital and did not see the first part of the struggle. He also testified that there were approximately forty inmates protesting in front of the security center. There was no guard in

Statement Of Facts

the hallway when most of the struggle was going on and Inmate Storm had the plaintiff by the throat with his fingers digging in to crush cartilage in the plaintiff's throat, which if successful would have resulted in the plaintiff's death. There was no guard present to free the plaintiff until the reporting officer appeared at the struggle. The disciplinary board felt that it was okay to assault the white plaintiff and released inmate Storm like they have released other Indian and Afro-Americans that have assaulted white inmates, even though there was evidence of bodily harm on the plaintiff and no bodily harm on Storm.

16: When white inmates have been under attack by Indians or Afro-Americans it has been the policy of correctional officials to place the white inmate in the protective custody unit at Stillwater State Prison, which is punishment. The white inmates are visited by a psychologist and that are told by the prison psychologist to face their problems and not run from them; yet, when white inmates have faced Indians or Afro-Americans the security squad will stop white inmates from trying to resolve their problems with the Indian and Afro-Americans.

17: For several years white inmates at Stillwater State Prison have brought their request for an all white culture group to the defendants, Jack Young and Robert Erickson and their underlings. White inmates have been told by the defendants and their underlings that white people have no culture and that Indian and Afro-American inmates have a culture and that only they are allowed a culture group at Stillwater State Prison. It is necessary for this court to declare that white inmates are members of the Caucasoid ethnic division of the human species that have a culture that is a behavior and an expression that is characteristic of a white culture and that their intellectual and artistic activity is their culture.

18: Correctional officials have provided Indians with their culture groups and allowed them the special privilege of having their ceremonies in the visiting room of Stillwater State Prison. For some reason that special privilege was not enough for them and they slashed the upholstery in the visiting room that is provided for all white inmates. The upshot was that Indians had to use the gym for their ceremonies and they suspected them of burning the gym, which deprived white inmates of the use of the gym for several months because correctional officials think and advise white inmates that they have no culture.

Statement Of Facts

19: On December 2, 1970, the plaintiff was held in the Hennepin County Jail on the charge of attempted murder in the first degree and was subsequently found guilty and sentenced to 20 years. The plaintiff contacted Attorney Douglas Hall from legal rights center, Minneapolis, Minnesota and was seeking legal assistance from him for his trial held on January 1971 at Minneapolis, Minnesota. The plaintiff was advised by Attorney Douglas Hall's Legal Rights Center that he could not help the plaintiff because they just ran out of funds. There were other white prisoners that got the same story from Attorney Douglas Hall about being out of funds and that he could not provide them with legal assistance at their trial in Hennepin County, Minnesota. He continued to provide legal assistance to Indian Prisoners for their trials. At the time, the plaintiff thought that he was probably out of funds but for years he has been advising white prisoners that he is out of funds to provide them with legal assistance and he has systematically excluded white prisoners from legal assistance for their trials. After the plaintiff was sentenced to Stillwater State Prison he found that Attorney Douglas Hall provided Indian Inmates with legal assistance at the prison for their civil legal needs and defends them at their disciplinary hearings at the prison and systematically excludes white inmates from legal assistance with the same story he has given for years, that he just ran out of funds. He provides legal assistance exclusively to Indian Inmates and they feel that they can get away with just about anything at the prison and their physical attacks on white inmates have continued for years because Attorney Douglas Hall gets them off. White inmates are not given a fair hearing at their disciplinary hearings and they only have the state public defender, which has L.A.P. and L.A.M.P. and they are not able to adequately represent white inmates because of funding and lack of staff to provide assistance for all inmates. Attorney Douglas Hall has the funds to represent Indian Inmates at Stillwater State Prison but claims that he just ran out of funds for white inmates. Attorney Douglas Hall, defendant in this cause of action, has discriminated against white prisoners and the plaintiff and his action has violated constitutional principles in systematically excluding the plaintiff and other white inmates from legal assistance.

Statement Of Facts

20: A white inmate was found guilty of the last murder at Stillwater State Prison and was not guilty because the truth was suppressed by correctional officials. Correctional officials blamed him to cover up for the fact that they were aware of the racial conditions that led up to the murder and failed to prevent it. The white inmate was transferred from St. Cloud Reformatory to Stillwater State Prison after a gang of Afro-Americans jumped him and he fought back. He advised the plaintiff that he had a fight with Afro-Americans at St. Cloud and the plaintiff has found out that there were approximately seven that jumped him and it appears that it was racial and sexual. Afro-Americans have been involved in many sexual attacks on young whites and they like to do it to young whites. After the white inmate was transferred to Stillwater State Prison the plaintiff became acquainted with him and the Afro-Americans were spreading a story about him being a fairy. That story was not true. Soon after he was transferred to Stillwater State Prison an Indian approached him and told him to check in to protective custody or he would throw him off the gallery and was advised by the white inmate that he was doing too much time to check into protective custody and lose privileges. The Indian that threatened him has been beating and robbing and leading attacks on white inmates for several years and prison officials have been aware of it. It has been their policy to lock up the white inmates in the protective custody unit and allow the Indians and Afro-Americans to continue their robbing, raping and beating white inmates. The white inmate that was threatened by the Indian chose not to check into protective custody and became involved in protecting other white inmates from being beaten and robbed in A-Academic by Indians and Afro-Americans. A few days before the last murder Afro-American inmates went to Sergeant Johnson and Lt. Ostendorf and told them that they would murder the white inmate if they didn't put the white inmate into protective custody. On the morning of the murder the white inmate went to the gym to seek a peaceful settlement with the Afro-Americans and they jumped him with weapons with the intent to murder him and he had to fight his way out to save his own life and his white companion was beaten and lost approximately 25% of his brain on the gym floor. Prison officials put all of the blame on the white inmate to cover up for the fact that they have encouraged racial attacks on white inmates for several years.

Prayer For Relief

Wherefore, plaintiff demands that this honorable court:

- 1: Issue a mandatory injunction that requires the defendants to integrate the dining hall at Stillwater State Prison and other areas previously segregated and provide white inmates with protection, when they are integrated, from guards or from United States Marshals;
- 2: Issue an order that requires Attorney Douglas Hall to provide equal legal assistance to white inmates at Stillwater State Prison and white prisoners waiting trial;
- 3: Issue a mandatory injunction that restrains the department of corrections from the use of Indian and Afro-American Inmates to attack white inmates;
- 4: Issue a mandatory injunction that requires the defendants to have religious ceremonies in the segregation section of the prison for white inmates or allow them to attend religious ceremonies of Indian Inmates with protection from the guards or United States Marshals while they attend Indian Religious Ceremonies;
- 5: Issue a mandatory injunction that restrains Ron Walters an American Jew from confiscating Nazi and Ku Klux Klan Literature from white inmates at Stillwater State Prison;
- 6: Issue a mandatory injunction that requires the defendants to provide white inmates with their own all white school at Stillwater State Prison or in the alternative allow white inmates to attend the Indian School at Stillwater State Prison and provide protection, for white inmates, by the guards or U.S. Marshals until the Indian School is segregated with white inmates;
- 7: Issue a mandatory injunction restoring corporal punishment on white inmates at Stillwater State Prison and abolish the use of Afro-American and Indian Inmates to beat white inmates. The beatings on white inmates should be done by guards under the supervision of the warden or the commissioner of corrections;
- 8: Provide a prompt settlement in this controversy and a declaration by this court that white inmates at Stillwater State Prison are members of the Caucasoid ethnic division of the human species that have a culture that is a behavior and an expression that is characteristic of a white culture and that their intellectual and artistic activity is their culture;
- 9: Award the plaintiff, Dwight W. Kelsey, damages in the sum of Six Hundred Thousand Dollars \$600,000.00 to compensate him for the harm he has suffered;
- 10: Award the plaintiff, Dwight W. Kelsey, punitive damages in the amount of Two Hundred Thousand Dollars \$200,000.00, in order to deter the defendants, from in the future, from intentionally depriving the plaintiff of equal rights and privileges solely because he is a member of the Caucasoid ethnic division of the human

Prayer For Relief

species with a white culture;

11: That this court provide any further relief that is just pursuant to the Federal Declaratory Judgment Act.

United States District Court

District Of Minnesota

Third Division

Dwight W. Kelsey
Plaintiff

vs.

Jack Young, individually and as well as in his
official capacity as commissioner of corrections
for the State Of Minnesota; Robert Erickson,
individually and as well as in his official
capacity as warden of the Stillwater State Prison,
Stillwater, Minnesota; Attorney Douglas Hall,
individually and as well as in his official
capacity as attorney for Legal Rights Center,
Minneapolis, Minnesota; and their agents and employees,
Defendants.

AFFIDAVIT OF
DWIGHT W. KELSEY
PLAINTIFF

I, Dwight W. Kelsey, being first duly sworn to oath, sees, depose and states that
the information herein is true and correct to the best of his knowledge and belief.

Dwight W. Kelsey

Plaintiff - Affiant

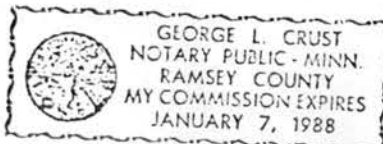
Box 55 Stillwater,

Minnesota.

Sworn and subscribed to before me, the undersigned, on this 14 day of

December 1931.

George L. Crust
Notary Public



United States District Court

Dwight W. Kelsey
Plaintiff

VS.

Jack Young, individually and as well as in his official capacity as commissioner of corrections for the State Of Minnesota; Robert Erickson, individually and as well as in his official capacity as warden of the Stillwater State Prison; Stillwater, Minnesota; Attorney Douglas Hall, individually and as well as in his official capacity as attorney for Legal Rights Center, Minneapolis, Minnesota; and their agents and employees.

Defendants.

MOTION FOR LEAVE TO
PROCEED IN FORMA
PAUPERIS

TO THE UNITED STATES DISTRICT COURT ABOVE NAMED:

Now comes Dwight W. Kelsey, plaintiff, and moves the above named court for its order for leave to proceed in forma pauperis.

Dated: DECEMBER 4 1981

Respectfully Submitted

Dwight W. Kelsey

Plaintiff

Box 55 Stillwater.

Minnesota.

In support of request for leave to file and proceed in forma pauperis.

I, DWIGHT W. KELSEY, being first duly sworn, depose and say that I, am the plaintiff in this proceeding; that in support of my request to proceed in this matter without being required to prepay fees, costs or give security therefor, I state that because of my poverty I am unable to pay the costs of said proceeding or to give security therefor; and that I believe I am entitled to redress.

I further swear that the responses which I have made to the questions and instructions below are true.

Cash

Have you any cash on hand or money in any savings or checking account?

Yes () No. (X). If yes, state amount: _____.

Are you now employed? Yes () No. (X)

If yes, name and address of employer: _____.

If yes, how much do you earn per month? _____.

If no, give month and year of last employment: OCTOBER 1970 SELF-EMPLOYED PART-TIME
and state how much you earned per month: \$ 50.00 PER MONTH.

Other Income

Have you received within the past 12 months any income from a business, profession or other form of self-employment or in the form of rent payments interest, dividends, retirement or annuity, or other sources?

Yes () No. (X)

Received

Sources

\$ _____	_____
\$ _____	_____
\$ _____	_____

Property

Do you own any real estate, stocks, bonds, notes, automobiles, or other valuable property (excluding ordinary household furnishings and clothing)?

Yes () No. (X)

If yes, state the value and describe the property:

value	description
\$ _____	_____
\$ _____	_____
\$ _____	_____

Dependents

Marital Status: Single (X) Married () Widowed () Separated or divorced ()

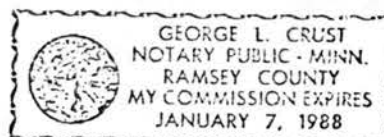
Total number of dependants: _____. List the persons you actually support, and your relationship to them: _____

I understand that a false statement or answer to any questions in this affidavit will subject me to penalties for perjury.

Dwight W. Kelsey
(Signature)

Subscribed and sworn to before me this 14th day of December 1981.

George L. Crust
Notary Public



Terrance Lindall
Museum of the Surreal and
Fantasique
561 Broadway
New York, New York 10012

Douglas Hall, Executive Director
and Members of the Board of Directors
Legal Rights Center, Inc.
808 East Franklin Avenue
Minneapolis, Minnesota 55404

May 25, 1982

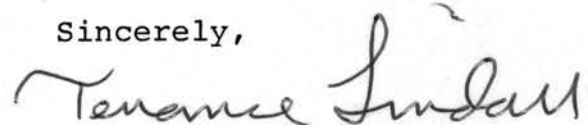
Dear Mr. Hall and Honorable
Members of the Board;

At the last staff meeting I was asked to make use of my extensive contacts at the executive level of major corporations to raise money for the Legal Rights Center. I indicated to the staff that I could not spend time away from other outside activities to do this without remuneration and that even if my salary were increased for me to undertake these activities of fundraising, results would be highly speculative since most of my contacts are in New York City.

Considering that I would very much like to help Legal Rights Center with its much needed program to the community, I have talked over matters with my artistic associates of the Paradise Lost Project (see attached) of the Minneapolis extension. They have agreed that the Minneapolis Production of the Paradise Lost Ballet Theatre can be used as a benefit for the Legal Rights Center. In this case the Legal Rights Center would be responsible for underwriting the event. I would like to point out that the Paradise Lost Ballet Theatre is going to be a major national production in coming years and plans for an extended New York engagement are already underway through the Museum of the Surreal in Manhattan.

If you think that the Legal Rights Center would like to accept the proceeds of such a benefit performance in Minneapolis, I would be delighted to hear from you.

Sincerely,



encl.

Terrance Lindall

PARADISE LOST

Ballet Theatre Production
Minneapolis

Background

Terrance Lindall, an internationally prominent fine art illustrator has recently completed work on a twenty five plate series of oil paintings depicting scenes from John Milton's great epic Paradise Lost. Selected paintings have appeared or will appear in HEAVY METAL MAGAZINE and art books published by Hastings House and Kent State University Press. The ballet theatre production which is being prepared for presentation in New York City in two years was inspired by and derived from the original art and manuscript.

Affiliated Individuals and Organizations

David Means, Composer
University Dance Studio
Heart of the Beast Theatre (possible)
Professor Gordon O'Brien, Host
Rodney Graphics, Advertizing and Public Relations

Program

Act I: Satan conceives of Sin, Satan enamoured, Angels divided, War in Heaven, Satan falls with 2/3 of Heaven.

Act II: Satan Ruined, Satan's council in Pandemonium, Satan's cohorts deliberate on methods of regaining Heaven or seeking revenge, It is decided that Satan fly to Earth in an attempt to corrupt God's favorite new creations - Adam & Eve.

Act III: The Garden, The Serpent and the Tree of Knowledge, Eve seduced, Adam is Seduced by Eve.

Sponsors

Nominal sponsorship from The Museum of the Surreal and Fantastique in New York City

Balance to be underwritten by Legal Rights Center and friends for the Minneapolis benefit production only

Budget
PARADISE LOST

Ballet Theatre Production
Minneapolis

For three Performances on a weekend at Northrup Memorial Auditorium:

Hall rental for non-profit	\$ 3,000
Management & support services	9,500
Ballet Troupe	15,000
Theatre Troupe	15,000
Composer & musicians	10,000
Advertizing	10,000
Program printing	<u>7,500</u>
Total Expenses	\$ 70,000

Receipts:

Note: Maximum gross for three performances at Northrup Memorial is 4,800 seats at \$12 per seat average for three performance = \$172,800

conservative estimate of gate: 3,000 X \$12 X 3 =	\$108,000
Sale of lavish program \$2.00 per copy 2,500 estim.sales	5,000
program advertizing sales	<u>2,000</u>
Total Receipts	\$115,000

anticipated net receipts payable to Legal Rights Center \$45,000

THE MUSEUM OF THE SURREAL AND FANTASTIQUE

561 Broadway, N.Y., N.Y. 10012 (SoHo)

212-431-3034

December 14, 1981

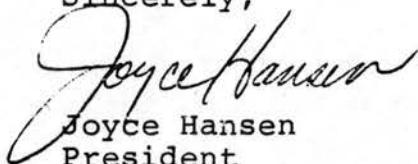
Mr. Terrance Lindall
385 Clinton Avenue
Brooklyn, N.Y. 11238

Dear Mr. Lindall:

We are very much interested in your Paradise Lost Project and would like to begin plans for a major presentation of the lecture, slide show, musical production and exhibit at our Museum of the Surreal and Fantastique sometime during the next two years.

Please have your program director get in touch with us so that we can begin to discuss arrangements.

Sincerely,



Joyce Hansen
President
Hansen Fien Arts Inc.
Museum of the Surreal & Fantastique

JHH?mc1



UNIVERSITY OF MINNESOTA
TWIN CITIES

Department of English
Lind Hall
207 Church Street S.E.
Minneapolis, Minnesota 55455
(612) 373-2595

Paradise Lost is one of the great epics of the Western World. Within its mythic framework it comprehends in exciting form the whole of history from creation to "the present day"--of John Milton, ourselves, and our successors, down to the Last Judgment. The perennial battle between Good and Evil, God and the Devil, is the center of the action. Milton's dramatizing of Satan, living Sin, and Death, and his representation of the geography of hell and of the fallen angels' fiendish plots against Adam, Eve, and the entire human race have stimulated many artists to respond in sculpture and painting. The great Russian cinematographer Sergei Eisenstein thought it perfect material for epic filming. Terrance Lindall's fanciful illustrations, in slides and on canvas, are bound to arouse response and provoke thought in the many persons interested in Paradise Lost and its subjects, and in surreal illustration generally.

Professor Thomas Clayton

Tom Clayton

TERRANCE LINDALL

BIOGRAPHY

Education:

1970 Hunter College, graduated magna cum laude in philosophy 1970-73 New York University, Ph.D. program

Recent One Person Shows:

1970 Sun Gallery, San Francisco
1973 Hansen Gallery, New York, New York
1974 Hansen Gallery
1976 Azuma Gallery, New York, New York
1977 Azuma Gallery
1980 B. Dalton, New York, New York

Group Shows:

1973 Audubon Artists
1975 National Academy of Design
1975 Silvermine Guild
1976 Brooklyn Museum
1977 Brooklyn Museum
1977 Hudson River Museum
1979 Brooklyn Museum

Publicity:

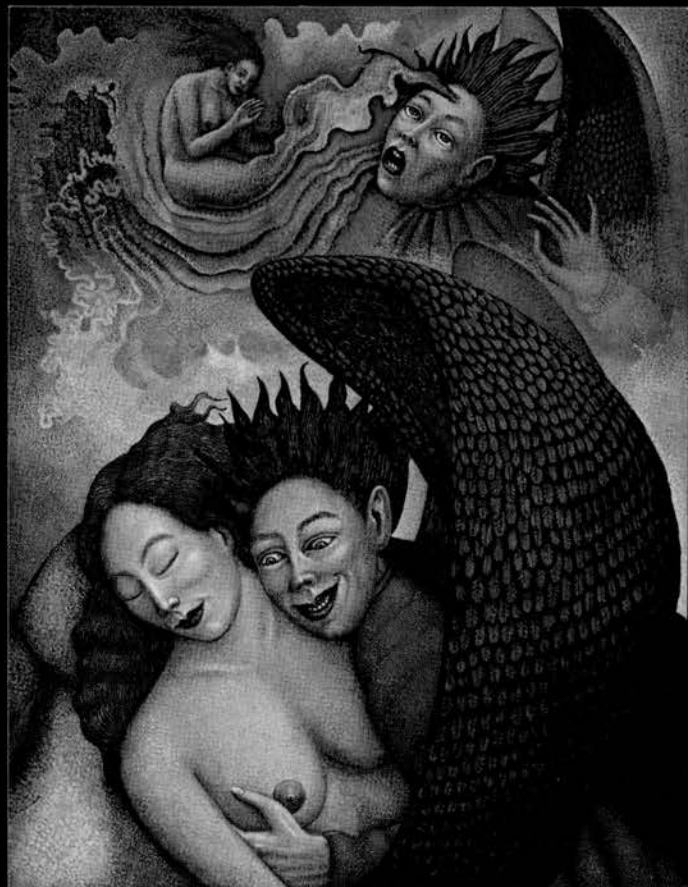
1973 Soho Weekly News, photo centerfold
1976 Phoenix News
1977 Phoenix News

Cover and Inside Art for:

Pocket Books
Heavy Metal
Marvel
Warren Publishing
Whispers Press
Rodney Graphics

For purchase information or viewing
by appointment, write or call:

RODNEY GRAPHICS
Box 2491 Grand Central Station
New York, New York 10017
(212) 783-3546



SATAN AND SIN 11 x 14

LINDALL 79

from Rapture...

"The powerful expressiveness in the use of color, form, and representational idea in Mr. Lindall's work make these among the finest paintings I have ever had the pleasure to review."

Hans Beck
Arts Editor

"Lindall's striking and unique visionary fantasy art is breaking new ground in the field."

David G. Hartwell
POCKET BOOKS,
Simon & Schuster

"... eerie, magical, dreamlike, devastating, jarring. Lindall's illustrative style is magnificent."

Julie Simmons
HEAVY METAL

"Lindall's use of color and detail to achieve effect, his dramatic compositions, but most of all his totally unique vision make him a new wave artist to be reckoned with."

Louise Jones
Senior Editor
Warren Publishing

"My reward for the purchase of a Lindall masterwork has been a cover that draws raves. It is a very valuable addition to my collection of fine art."

Stuart David Schiff
twice recipient of the
World Fantasy Award and
editor of the acclaimed
WHISPERS anthologies

... to ruin



SATAN RUINED

LINDALL 75

ABOVE AND ON COVER:

He was a wiley rogue who dared an impossible task: to overthrow God Almighty and place himself in glory above his peers. This is John Milton's great epic PARADISE LOST brought to life as never before in the unique surrealist fantasy style of ...

Lindall

RE: Memo dated 8/9/82

Board of Directors

At our May 18th Board of Director's Meeting - topic "By-law changes to bring Indo-Chinese aboard" also a Committee reported on other By-law changes to improve function of Legal Rights Center. Committee was chaired by Syl Davis. This was the largest turn out by the Board of Directors that I have seen in a number of years.

Changes recommended and accepted by the Board Members attending said meeting are as follows:

- (1) Under Section 2, line 10, 11 and 12 shall read as follows:
Shall be representatives of the Black Community, the Indian Community, and the Latino-Chicano and the Indo-Chinese Community...
- (2) Line 14 & 15 shall read as follows:
An equal number of Board Members to be elected from each of the Black, Indian, Latino-Chicano and four members shall be selected from the Indo-Chinese Community.
- (3) A footnote should be added at the bottom of Section 2 to indicate various languages spoken in the four groups. One of the Board of Directors attending said meeting had questions regarding this method. I, as President, stated that if this Board member felt strongly enough he should put it into writing for further discussions at our upcoming meeting.

Recommendations by Committee for By-law Changes will read as follows:

Section 3, Line 1 & 2 will read as follows:

"The Executive Committee of the Board of Directors shall be determined by the Board and the Executive Committee shall be the officers of the Corporation and other Board Members so designated.

Section 4, Line 1 & 2 shall read as follows:

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

Enclosed you will find a post-card with the Board Members name on said card. We are asking you to mark the card Yes or No and return to Legal Rights Center. And if either of you has any questions or comments please express your concerns on said card and they will be discussed and acted upon at the upcoming meeting. Looking forward to hearing from you.

Sincerely yours,

Izear (Ike) Watkins, President
Legal Rights Center, Inc.

PROPOSAL FOR ADMINISTRATIVE FEES

Committee: Gail Kaba
Bill Gatton
Jerry Patterson

The committee submits the following proposal for consideration by the Legal Rights Center staff and board:

1. That Legal Rights Center assess an administrative fee of \$50.00 for misdemeanors and \$100.00 for felonies to each client who is determined to be able to pay.
2. That it will be the function of the community workers to determine a client's ability to pay; to inform the client of the administrative fee; to make the initial effort to collect the fee; and to turn over the fees when they are collected to the administrator.
3. That it will be the duty of the administrator to keep records relating to the collection of administrative fees, both accounts received and accounts receivable; to have custody and control of the funds received; to make appropriate efforts to collect the fees according to ordinary business practice; and to have general supervision of the system for collection and administration of administrative fees.
4. That administrative fee shall not be assessed to any client who is determined to be unable to afford the fee.
5. The fee shall be due at or before the first appearance, but the community worker shall have discretion to allow further time for the payment of all or part of the fee.
6. The administrative funds, when collected, shall be assigned to the general funds of L.R.C.
7. The collection of an administrative fee shall in no way negate or detract from the right of L.R.C. to seek payment of litigation expenses from clients who are financially able to bear the costs of the expenses of litigation of their cases.

Contractual Obligations

The attorneys on committee have reviewed the contract of L.R.C. with Hennepin County and are of the opinion that nothing in this proposal is inconsistent with the provisions of the contract. Specifically, the committee believes this provision is permitted by Section 1.d. of the contract, which states:

d. Except as otherwise provided herein, Contractor shall maintain in all respects its present control over the autonomy with respect to:

- (1) The application of its intake procedures:
- (2) The methods, times, means and personnel for furnishing purchased services to eligible recipients.

Since there are no provisions in the contract which provide otherwise, it appears that this proposal is consistent with the contract. The committee was not asked to consider whether the proposal is consistent with the stipulations and conditions of the grants or contributions received by LRC, and therefore does not express any opinion on that question.

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404
(612) 871-4886

URGENT

DATE: March 25, 1982

TO: All Board Members

FROM: All Staff

A Board Meeting has been called for Tuesday, March 30, 1982, 5:30 p.m. at the Center.

Very serious problems need action at this meeting. Several Board Meetings in recent weeks have failed for lack of a quorum.

Most serious problems are:

Lease on new office space.
Investment of McKnight Money at maximum interest.
Charging of administrative fee to clients.

Please, please come to this meeting.

Attorneys
Douglas Hall
Executive Director
William Catton
Carl M. Kaba
William E. McGee
Jerod H. Peterson

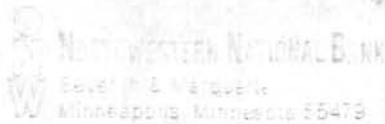
Community Workers
Manuel Guzman
Jettie Ann Hill
Jerry S. Patterson
June Redday
Rodolfo Diaz
Trudell Star

Administrator
Ralph L. Crowder

Secretary
Carole Tenbear

Receptionist
Valerie Lambkins

Directors
Antonio Arellano
Clyde Bellecourt
David Bennett
Irene Bethke
Kevin Burke
Earl Craig
Syl Davis
Felino de la Pena
Frances Fairbanks
Sidney Feinberg
Jose Gaitan
Peter Heegaard
Vikki Howard
William Koenen
Alberto O. Miera, Jr.
Harry Moss
David Nasby
Carolyn Naylor
Norman Newhall
Ramon Rocha
Artley Skenadore
Sandra Vargas
Izear Watkins
Irving Weiser
Ed West



Peter A. Heegsand
Executive Vice President

March 23, 1982

Mr. Izear Ike Watkins, President
LEGAL RIGHTS CENTER
808 E Franklin Avenue
Minneapolis, MN 55404

Dear Ike:

Here are my recommendations for the investment of the \$150,000 McKnight grant.

First \$50,000 for 1982 keep in savings or spend.

Second \$50,000. Buy U. S. Treasury Bills due December, 1982 with a 15 1/8% coupon priced at \$100.24 to yield 14.07% to maturity in December of 1982.

Third \$50,000. Buy U. S. Treasury Bills due December, 1983 with a 13% coupon priced at \$98.8 to yield 14.14% to maturity in December of 1983.

These investments would maximize the yield, give us maximum security and have funds available for the beginning of each year recognizing that January is our toughest month.

I hope the Board will approve these recommendations. The Treasury Bills should be purchased from a bank bond department where we have a checking account so that interest and the proceeds can be transferred to our checking account at maturity.

Very truly yours,

PAH/d

M E M O R A N D U M

TO: Legal Rights Center, Inc. Board of Directors
FROM: William Koenen-L.R.C. Treasurer
DATE: Tuesday, March 30, 1982
SUBJECT: Voucher Review @ 3-18-82

On March 18, 1982 at approximately 1:15 p.m., I met with Legal Rights Center Inc., staff Terry Lindall, Carol Ten Bear, Ralph Crowder to review vouchers and check disbursement documentation.

The review lasted approximately two and one half hours and near the conclusion Doug Hall joined in a discussion summarizing the review.

Before beginning the review process per former agreements at monthly Board meetings, I required that Ralph Crowder be present and or knowledgeable of the meeting process.

Ralph was present as much as possible it seemed since he apparently was involved in other administrative duties. I requested that Carol and Terry be present and assist during the actual voucher selection and identification.

At the on-set, I requested Terry to provide the check journal. Having been presented with the journal, I established a time frame to be analyzed beginning Jan. 1, 1982 thru Feb. 26, 1982.

Journal entries selection were random with emphasis on non-personnel expenditures although not limited to. The sequence of review will be stated as it actually occurred and the draft notes will be attached.

For clarification, the version will be stated in typed form as follows with notes added.

Jan. 1982 to define although numbers will not change:

<u>Date</u>	<u>Check #:</u>	<u>VENDOR</u>	<u>AMOUNT</u>
1-5-82	976	Northwestern Bell	\$ 1,067.22

(Footnote: No Voucher, bill attached to white carbon sheet)

1-11-82	983	Chicago Prtg. Partners	\$ 566.10
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(Footnote: Xerox while no signed invoice or voucher)

1-15-82	11013	Mother Jones	\$ 12.00
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(Footnote: Bill attached to white carbon, no approved voucher)

<u>Date</u>	<u>Check #:</u>	<u>VENDOR</u>	<u>AMOUNT</u>
1-16-82	11017	Ralph Crowder	\$ 75.25
(Footnote: Reimbursement for stamps and lunches. Receipts not attached, nor voucher or receipts.)			

1-16-82	11016	June Redday	\$ 500.00
(Footnote: Payroll Advance - Documentation ok (on timesheet and separate payback schedule)			

1-29-82	1055	B.J. Riley -Farrow	\$ 80.00
(Footnote: No receipts, no voucher)			

(Notes missed dates)	11056	Wm. McGee	\$ 120.15
(Footnote: Voucher mileage back-up sufficient)			

1-19-82	11023	Ralph Crowder	\$ 700.00
(Footnote: Payroll advance - Payback schedule attached to white check carbon)			

2-16-82	11111	1st Tennessee Bank	\$ 105.05
(Footnote: No bill or voucher - (Employee dental plan)			

2-16-82	11112	Chicago Duperty <i>Property</i>	\$ 566.10
(Footnote: No note)			

2-16-82	11113	Resop Realty	\$ 1,277.09
(Footnote: No invoice, no bill, one check signature by Crowder payment by letter was acknowledged)			

<u>Date</u>	<u>Check #:</u>	<u>VENDOR</u>	<u>AMOUNT</u>
2-26-82	11150	Sheraton Ritz	\$ 25.00
(Footnote: Lawyer reception, bill only, no voucher)			

No date Listed in journal	11184	Not listed in Books (Crowder as reimbursement) Staff Lunch	\$ 63.63
(Footnote: Pencil entry in books, no receipts (No description) Researched - found personal check of Ralph Crowder to "Red Dragon" which was claimed and check issued as reimbursement. Personal check 897- 1st Bank of Mpls.			

2-24-82	11164	Bureau of Nat'l. Affairs	\$ 275.00
(Footnote: Listed as "Litigation Expenses" voucher not signed or (approved)			

1-1-82	975	Doris Hines	\$ 100.00
(Footnote: Salary Advance, voucher approved, sufficient			

2-2-82	11061	Lambkins	\$ 100.00
(Footnote: Salary advance - back-up sufficient)			

During the discussion summarizing the brief review, Terry Lindall presented a memorandum in which he contended that an improper transaction has taken place regarding the McKnight revolving loan. In the memo, he calls for an investigation and subsequent to the meeting, disclosed that to me that he had issued a memo to the Board during the last L.R.C. meeting, relevant to his assessment of the financial accounting system which was forwarded to Ike Watkins, but did not reach the Board members during the last Board meeting.

During the review process and prior finance meetings as well as board meetings, there seems to be a serious problem in that Lindall does not have full control of the finances of the process and that Ralph Crowder is also involved in check disbursements, entries, and reporting of financial activity.

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404

(612) 871-4886

Date: March 16, 1982

To: Ralph Crowder, Doug Hall, Ike Watkins,
Dave Nasby, Kevin Burke

From: Terrance Lindall, Bookkeeper

At the board of directors meeting last February, I was asked by Doug Hall to inquire of Dave Nasby about whether the McKnight Revolving Loan Fund should continue to be listed on the balance sheet as a liability or whether we had the right to transfer the \$25,000 into our general fund. Dave indicated that it was his understanding at the original meeting with McKnight that the McKnight revolving Loan Fund was to remain listed on our books in perpetuity.

It had been Ralph Crowder's position that this McKnight Revolving Loan Fund was to be absorbed by the general fund at some point. In that apparent belief, but without supporting documentation from McKnight and without authorization from the executive director or the board, Ralph authorized in late 1980 the transfer of the McKnight Loan into the general fund.

I have been discussing the status of the McKnight Loan Fund with Doug Hall and Ralph Crowder on several occasions during the past year. But until discussion with Dave Nasby I had no hard evidence that any improper transaction had taken place. However, since all material and verbal evidence indicates that no transfer of the McKnight Loan fund into the general fund was approved by McKnight, it is my opinion that an improper transaction involving a large sum has taken place. The possible ramifications of this may be seen in similar situations in other organizations which have resulted in public scandal and loss of funding.

The saving grace of this situation is that our treasurer, Bill Koenen, who was pursuing the matter of this McKnight Loan Fund transaction, signed the questionable federal and state reports for 1980 with the legend "under review." It is

these certified 1980 reports which reflect the improper transfer of the McKnight Loan Fund. Because Bill wisely signed the reports in this fashion, it will show any outside organization that the board is alert and is able to take proper action to keep its house in order.

Attorneys
Douglas Hall
Executive Director
J. Craig Boone
Jerod H. Peterson
Pamela G. Smith
Joel Thompson

Community Workers
Frank Dickenson
Jerry S. Patterson
Mary Jane Wilson

Administrator
Joanne R. Levin

Directors
Antonio Arellano
Clyde Bellecourt
David Bennett
Irene Bethke
Kevin Burke
Rev. Merle Carlson
Earl Craig
Syl Davis
Felino de la Pena
Frances Downwind
Frances Fairbanks
Sidney Feinberg
Jose Gaitan
Peter Heegaard
Vikki Howard
Anita Lopez
Alberto O. Miera, Jr.
Harry Moss
David Nasby
Norman Newhall
Stuart W. Rider, Jr.
Ralph Ware
Izear Watkins
Irving Weiser
Ed West

(continued)

(continued)

It is
1 In my opinion, since talking with Dave Nasby, that an investigation of the issues relating to this transaction should be undertaken to see what led to the error which is now on permanent record with our 1980 certified report.

I am sure that Ralph acted with the best interests of the corporation in mind, but the result could have been otherwise.

3.18.82

Legal Rights Center

Terry
Bill
Doug
Karp

1-1

1-5 H 976 —
NW Bell
1067.22
desc.

no voucher
attchd. to whitt

1.11.82 Chicago Prty Partners

#983 566110

desc.

gerox white
no sign invoice
voucher

1.15.82 Motor Jones

#11013 12⁰⁰

desc.

bill attchd whitt
no appnd voucher

1-16-82 Ralph Crowder

#11017 \$75.25

desc.

stamp lunches - stamp
receipts not attchd
no voucher or receipt

1-16-82 June No DD by 11016 500⁰⁰ advance

1-29 - 8-11055 B.J. Riley - Farrow 80⁰⁰

#11056 \$120.15

desc.

WM MGee
voucher
mileage
back

1-19-82 Ralph Crowder

11023 700⁰⁰ adv.

(Genent)

Voucher
attchd

no receipt
no voucher

2-16-82

1st Tennessee Bank
#11111 \$105⁰⁵ (plan)
no bill -
voucher

2-16-82 Chicago Property \$566.10
#11112

2-16-82 Resop Realty #11113 \$1277⁰⁹
Crowder sign
no invoice 'acknowledgment
no bill - of payment

2-26-82

#11150 Sherton Ritz \$25
large reception - bill only
no voucher

no date ? #11184 63⁶³ ledger -
no list - Staff lunch
red no receipt - no receipt
Druga. personal Crowder
+ 897 - 1st Bank rpt.

2-24 #11164 Bureau of Natl. Affairs 275
Liq. exp. ledger - voucher -
invoice - not signed

1-1-82 #975 Davis Hines - voucher -
(1-4) 100 - salary adv. - approval

2-28-82 #11061 Lambkins
100 salary pack-up

808 E. Franklin Avenue Minneapolis, Minnesota 55404
(612) 871-4886

3 mos.

Date: March 18, 1982

To: Ralph Crowder, Doug Hall, Ike Watkins,
Dave Nasby, Kevin Burke

From: Terrance Lindall, Bookkeeper

In my memo of March 16, 1982 regarding the McKnight Revolving Loan Fund, I stated my belief that Ralph Crowder had made an improper transaction in late 1980 transferring the McKnight Revolving Loan money into the General Fund. This opinion was based upon a letter from Ralph in October 1980 to Peter Heegaard verifying the existence of such a loan fund and the subsequent absence of its being listed in our 1980 audit. I had assumed that first, the liability for this loan fund was listed on our books at the time of Ralph's letter to Peter Heegaard and that, second, a transaction had taken place between that time and the audit which removed this liability from our books. Since Doug Hall disclaims authorizing any such transaction, and since Ralph Crowder is the only other person on staff who could have legally authorized such a transaction, I deduced that Ralph Crowder had authorized such a transaction moving the McKnight Loan Fund Liability into our General Fund. I believe that on the basis of the evidence it was a fair deduction. And since after several discussions with Ralph Crowder this was not denied and in light of his continued insistence that it was his understanding that the McKnight Loan Fund was at some point to be transferred into the General Fund, the conclusion that Ralph authorized such a transfer seemed valid.

After a meeting with Ralph Crowder, Doug Hall and Bill Koenen, it was discovered by looking at our 1980 and 1979 audited reports that no recording of such a loan fund liability appeared on those reports. Therefore, it appears that the impropriety was the fact that Ralph knew of such a liability and failed to either have such a liability listed on our books or to inform the auditors of such a liability. This is just as serious a matter as transferring the McKnight Loan Fund into the General Fund without proper authorization.

I hope that the board will have this matter looked into since ^{these} facts remain clear:

- 1) there was a McKnight Loan Fund liability
- 2) it should have been recorded on our books and have appeared in our audit
- 3) it was not recorded in our books and did not appear in our audit
- 4) the failure of item three caused it to appear that our General fund was much larger than it actually was

Executive Director
J. Craig Boone
Jerry S. Patterson
Pamela G. Smith
Joel Thompson

Community Workers
Frank Dickenson
Jerry S. Patterson
Mary Jane Wilson

Administrator
Joanne R. Levin

Directors
Antonio Arellano
Clyde Bellecourt
David Bennett

Irene Bathke
Kevin Burke

Rev. Marle Carlson
Earl Craig

Syl Davis

Felino de la Pena

Frances Downwind

Frances Fairbanks

Sidney Feinberg

Jose Gaitan

Peter Heegaard

Vikki Howard

Anita Lopez

Alberto O. Miera, Jr.

Harry Moss

David Nasby

Norman Newhall

Stuart W. Rider, Jr.

Ralph Ware

Izear Watkins

Irving Weiser

Ed West

305 E. Franklin Avenue Minneapolis, Minnesota 55404
(612) 871-4886

March 12, 1982

From: Izear Ike Watkins, Chairman

To: Board of Directors

As you know, in April, 1982 we will have an election of Offices. As your Chairman for the last 10 months, I would like to share a few items of concern which I have observed with you.

Listed below are subject matters that concern the Board of Directors of the Legal Rights Center, Inc.

1. Data for work loads and accomplishments
2. Communications and Credibility
3. Recommendations

I will attempt to address each item listed above in the order listed.

No. 1 To my knowledge the Administration has not provided the Board of Directors with proper Data of work loads and accomplishments which the Board has asked as a requirement. Such as; statistics of the Clients that Legal Rights Center, Inc. has handled and the final results. Secondly, there is a lack of documentations from the Community Workers regarding their case loads. And last, but by no means least, the Board has not received a financial report for a period of 3 months. I might add, of the 3 concerns that I have mentioned in this paragraph, the financial report is the only one that the Board has had some type of report on during the 10 months that I have been Chairman.

William E. Gabe
William E. McGee
Jerod H. Taylor

Community Workers
Manuel Guzman
Jettie Ann Hill
Jerry S. Patterson
June Redday
Rodolfo Diaz
Trudell Star

Administrators
Ralph L. Edwards

Secretary
Carole Tenbear

Receptionist
Valerie Lambkins

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Antonio Arellano
Clyde Bellecourt
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Harry Moss

David Nasby
Carolyn Naylor

Norman Newhall
Ramon Rocha

Artley Skenadore
Sandra Vargas

Izear Watkins
Irving Weiser

Ed West

- continued -

NO. 2 Communications and Credibility:

Procedure to Lease said Building at 2110 Nicollet Avenue South in Minneapolis is an example of communications and credibility gaps between the Administration and the Board of Directors of the Legal Rights Center, Inc.

I do know that Administration did, in fact, have ample time to notify the Board of Directors of the intentions of a proposed move. In accommodations, the Board would have had time to further investigate the conditions pending to justify a decision to accept or reject the proposed move in the best interest of Legal Rights Center, Inc. Consequently, I will describe the involvement that has transpired thus far. See below;

On February 16, 1982, at a Board of Directors meeting, the subject concerning a move brought up. Prior to this meeting, the Board of Directors had not been made aware or given any knowledge of the proposed intent to move the Legal Rights Center offices to said location of 2110 Nicollet Ave. S., Minneapolis.

Many questions were raised, such as; "Why the move"?, etc...

Answers given were: Legal Rights Center, Inc. did not have a Lease at the present location at 808 E. Franklin Ave., and may be evicted anytime or the building may be torn down. (Re: Redevelopment program)

Q. By Board of Dir: What is the time limit that the Board of Directors is allowed to make a decision?

Ans. By Administ: Administration replied that a decision was needed by the following day and recommended that the Executive Board should meet and resolve this matter.

At the end of this question and answer session, I, as Chair, explained to Administration that the Executive Board could not make a final decision to resolve this matter, but could recommend it to the full Board of Directors. At this time Administration recommended that the Executive Board would meet at said location of 2110 Nicollet Ave. the following day to discuss the placing of a deposit of \$1277.09 to hold options open until March 1, 1982 with stipulations attached. The stipulations attached would so state the full Board of Directors would have the opportunity to investigate further and if the full Board made the decision not to lease said building located at 2110 Nicollet Ave., Minneapolis the full deposit of \$1277.09 would be refunded to Legal Rights Center, Inc.

On Feb. 17th, 1982 (the following day) all Executive Board members met as planned at said location of 2110 Nicollet Avenue and were quite surprised to learn that a deposit of \$1277.09 had already been made without any authorization from the Board of Directors or any Board members. All of the Board members were quite alarmed and there was an unanimous feeling that there was an attempt to use the Board of Directors as no more than a rubber stamp.

After some discussions the conclusions were that if the information which had been obtained from Administration implying that Legal Rights Center had limited time to vacate its present premises were true, then we had no alternative but to go along and follow through at a later date. It was suggested that I should contact the Owner of our present site at 808 E. Franklin Ave. of which I did the following day. Mr. Paul Taylor, owner of the building at 808 East Franklin, was very cooperative and in our conversation he informed me that this was the first that he had heard that Legal Rights Center had any intent to move. He also indicated that Legal Rights Center were good tenants and the reason that a Lease had not been signed was because the Legal Rights Center, Inc. had not asked for one. He also said that he was willing to inspect the property (and it is my understanding that he did this) and then follow up with any repairs, painting, screening of the windows, cleaning up the bathrooms and whatever is needed, etc., etc....

A copy of Mr. Taylor's letter is attached. (Enclosure)

There appears to be a difference of opinion of what the Board of Directors means by LINE OF CREDIT and the way that Staff interprets it.

Regarding Proposals submitted for funding Legal Rights Center in '82, I suggested to Administration that the Indo-Chinese program should not be included as I felt that it may be misleading at this time since we do not have the Indo-Chinese aboard. However, I felt it was wise to seek out new funding sources for seed money with the possibility of including the Indo-Chinese program. But apparently Administration felt differently and included the Indo-Chinese in their proposals. After reading the letter from the McKnight Foundation I get impression that they have the impression that Legal Rights already has Indo-Chinese aboard, which is not true, and we may have to go back to this Foundation for assistance at a later date.

NO.3 Recommendations:

In conclusion I feel that the Board of Directors should take any actions necessary to assure that such nonsense does not continue in the future.

I.C. Ike Watkins, Chairman

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404

(612) 871-4886

March 30, 1982

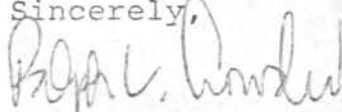
Mr. Izear Watkins
Chairman of the Board
Legal Rights Center, Inc.
Tree Top Apartments
3535 Bryant Avenue South
Minneapolis, MN 55408

Dear Ike:

This letter is to inform you of my resignation effective April 17th. I have accepted a faculty position at a local college and plan to continue my writing and research commitments to Twin City and national publications.

I have enjoyed working with the staff and those Board members who have been supportive of the Center during my two year tenure. I will also forward to you and the Board a detailed letter outlining some suggestions for continued growth and development of the Center.

Sincerely,



Ralph L. Crowder
Administrator

CC: Doug Hall

Executive Director
William Garton
Gail M. Kaba
William E. McGee
Jerod H. Peterson

Community Workers
Manuel Guzman
Jettie Ann Hill
Jerry S. Patterson
June Redday
Rodolfo Diaz
Trudell Star

Administrator
Ralph L. Crowder

Secretary
Carole Tenbear

Receptionist
Valerie Lambkins

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Frances Fairbanks
Sidney Feinberg
Jose Gaitan
Peter Heegaard
Vikki Howard
William Koenen
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Harry Moss
David Nasby
Carolyn Naylor
Norman Newhall
Ramon Rocha
Artley Skenadore
Sandra Vargas
Izear Watkins
Irving Weiser
Ed West

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404
(612) 871-4886

February 17, 1982

Mr. Cliff Williamson, C.R.B.
Execu Systems Relators
43331 Excelsior Blvd.
Minneapolis, MN 55416

Re: Rental Agreement - 2110 Nicollet

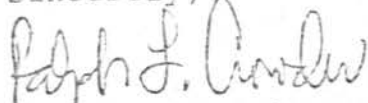
Dear Mr. Williamson:

I have enclosed a copy of the lease you delivered on Friday, February 12th. Please note our requested revisions.

You will also find attached a post-dated check for \$1,277.09 made payable to Resop Realty Inc. It is our mutual understanding that this check will serve as a binder to demonstrate our good faith as a prospective tenant. If we cannot reach a mutual agreement on the final lease arrangements, the aforementioned check will be refunded to the Legal Rights Center.

We greatly appreciate your cooperation in this matter.

Sincerely,



Ralph L. Crowder
Administrator

RLC:ctb

P.S. The Executive Committee of the board and other interested board members will review the final lease and rental property on Friday, February 19th at 1:00 p.m.

8
Associate
Director
Executive Director
William Calton
Gail M. Kaba
William E. McGee
Jerod H. Peterson

• Community Workers
Manuel Guzman
Jettie Ann Hill
Jerry S. Patterson
June Redday
Rodolfo Diaz
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Harry Moss
David Nasby
Carolyn Naylor
Norman Newhall
Ramon Rocha
Artley Skenadore
Sandra Vargas
Izear Watkins
Irving Weiser
Ed West

WITNESSETH, That the said part Y of the first part, in consideration of the rents and covenants hereinafter mentioned, does hereby Demise, Lease and Let unto the said part Y of the second part, and the said part Y of the second part, does hereby hire and take from the said part Y of the first part, the following described premises, situated in the City of Minneapolis in the County of Hennepin and State of Minnesota viz:—

TO HAVE AND TO HOLD. The said premises just as they are, without any liability or obligation on the part of said Lessor of making any alterations, improvements or repairs of any kind on or about said premises, for the term of Three (3) years from March 1, 1982 for the following purposes, to-wit: to Feb. 28, 1985

yielding and paying therefor the rent of Fourteen Thousand Seven Hundred Twenty-five (\$14,725.00) per year, rent to be renegotiated sixty (60) days prior to each anniversary date of said lease.

One Thousand Two Hundred Twenty-seven and 09/100----- Dollars (\$ 1,227.09)
on or before the first day of every month during said term.

Management company, or at such other place as the said Lessor may designate in writing, and that said Lessee will keep and maintain the said premises during the aforesaid term, and quit and deliver up the said premises to the said Lessor peaceably and quietly at the end of the aforesaid term or at any previous termination thereof for any cause, in as good order and condition and state of repair, reasonable use and wearing thereof and inevitable accidents excepted, as the same now are or may be put into by said Lessor or by said Lessee.

The said Lessee also agree at said Lessee's own cost and expense during the term of this lease to put and keep said premises in good and substantial repair

The said Lessee, also agree, at said Lessee's own cost and expense to put and keep said premises in such condition that they will comply with all Federal, State and Municipal Laws, Charters, Ordinances and Regulations and furnish at said Lessee's own risk, cost and expense and additional plumbing, ventilation, fire escapes, fire protection or other improvements required by State, Municipal or other lawful authorities. *Recess to be taken at 12:00*

[illegible]

Lessor agrees to furnish at said Lessor's own expense all heating, air-conditioning, water, snow removal and cleaning of common areas and rest rooms.

Lessee shall place a deposit of \$1,227.00 ^{as a security deposit} with Esos Realty Inc to be held by them for 2110 Nicollet Avenue Limited Partnership as a deposit. ^{to be refunded if no actual work is done} to be refunded if no actual work is done ^{don't be confused on the amount}

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404

(612) 871-4886

March 20, 1982

From: Izear Ike Watkins, Chairman
Board of Directors

To: Kenneth F. Born, President
RESOP Realty Inc.
4331 Excelsior Boulevard
Minneapolis, Minnesota 55416

Dear Mr. Born:

In regards to your letter dated March 18, 1982, there appears to be a lot of confusion and misunderstanding.

I have not discussed any Lease or arrangements with anyone from your Company although I received two phone calls which I will explain. The first phone call which was, I believe, February 18, 1982 of which I told the person in your office that I could not say yes or no at this time because the Leasing of Said building at 2110 Nicollet Avenue, Minneapolis was a decision that would have to be made by the full Board of Directors of the Legal Rights Center, Inc.

On February 19, 1982 the Executive Committee met in your building not to approve Leasing of said Building, but to authorize the placing of a deposit of \$1277.09 for Said leasing of the building at 2110 Nicollet Avenue South with the understanding that if the full Board of Directors did not approve the said deposit of \$1277.09 would be refunded in full.

On March 17, 1982 I received a second phone call from your office and was asked, by a person, what the intentions were of Legal Rights Center to Lease Said Building at 2110 Nicollet Avenue South? I responded that I had not as yet received an approval from the full Board of Directors. This is the extent of my communications with your Company. I am sending a copy of your letter and this letter to Doug Hall, Executive Director and Ralph Crowder, Administrator, to resolve this matter.

Yours very truly,

Izear Ike Watkins
Izear Ike Watkins
Chairman

cc: Doug Hall, Executive Director
Ralph Crowder, Administrator

Executive Director
William Catton
Gail M. Kaba
William E. McGee
Jerod H. Peterson

Community Workers
Manuel Guzman
Jettie Ann H
Jerry S. Patterson
June Redday
Rodolfo Diaz
Trudell Sta

Administrato
Ralph L. Crowder

Secretar
Carole Tenbea

Receptionis
Valerie Lambkins

Director
Antonio Arellano
Clyde Bellecour
David Bennett
Irene Bethke
Kevin Burke
Earl Craig
Syl Davi

Felino de la Pena
Frances Fairbank

Sidney Feinberg
Jose Gaitan

Peter Heegaard
Vikki Howard

William Koener
Alberto O. Miera, Jr.

Harry Mos
David Nasb

Carolyn Naylor
Norman Newhall

Ramon Roch
Artley Skenadon

Sandra Varga
Izear Watkins

Irving Weise
Ed Wes

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404
(612) 871-4886

Attorneys
Douglas Hall
Executive Director
William Gatto
Gail M. Kaba
William E. McGee
Jerod H. Peterson

• Community Workers
Manuel Guzman
Jettie Ann Hill
Jerry S. Patterson
June Redday
Rodolfo Diaz
Trudell Star

Administrator
Ralph L. Crowder

Secretary
Carole Tenbear

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Directors
Antonio Arellano
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Norman Newhall
Ramon Rocha
Artley Skenadore
Sandra Vargas
Izear Watkins
Irving Weiser
Ed West

February 17, 1982

Mr. Cliff Williamson, C.R.B.
Execu Systems Relators
43331 Excelsior Blvd.
Minneapolis, MN 55416

Re: Rental Agreement - 2110 Nicollet

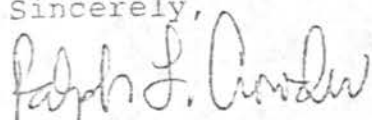
Dear Mr. Williamson:

I have enclosed a copy of the lease you delivered on Friday, February 12th. Please note our requested revisions.

You will also find attached a post-dated check for \$1,277.09 made payable to Resop Realty Inc. It is our mutual understanding that this check will serve as a binder to demonstrate our good faith as a prospective tenant. If we cannot reach a mutual agreement on the final lease arrangements, the aforementioned check will be refunded to the Legal Rights Center.

We greatly appreciate your cooperation in this matter.

Sincerely,



Ralph L. Crowder
Administrator

RLC:ctb

P.S. The Executive Committee of the board and other interested board members will review the final lease and rental property on Friday, February 19th at 1:00 p.m.

WITNESSETH, That the said part Y of the first part, in consideration of the rents and covenants hereinafter mentioned, does hereby Demise, Lease and Let unto the said part Y of the second part, and the said part Y of the second part, does hereby hire and take from the said part Y of the first part, the following described premises, situated in the City of Minneapolis in the County of Hennepin and State of Minnesota viz.:

TO HAVE AND TO HOLD, The said premises just as they are, without any liability or obligation on the part of said Lessor of making any alterations, improvements or repairs of any kind on or about said premises, for the term of Three (3) years from March 1, 1982 for the following purposes, to-wit: to Feb, 28, 1985

yielding and paying therefor the rent of Fourteen Thousand Seven Hundred Twenty-five $00/100$ or \$14,725.00 per year, rent to be renegotiated sixty (60) days prior to each anniversary date of said lease.

Prior to March 1, 1985

And the said Lessee do covenant to pay the said rent in equal monthly payments in advance, to-wit: The sum of
One Thousand Two Hundred Twenty-seven and 09/100-----Dollars (\$ 1,227.09,
on or before the first day of every month during said term.

in lawful money of the United States at the office of said Lessor, Resop Realty Inc, 4331 Excelsior Blvd, Mpls, MN 55416

Management company, or at such other place as the said Lessor may designate in writing, and that said Lessee will keep and maintain the said premises during the aforesaid term, and quit and deliver up the said premises to the said Lessor peaceably and quietly at the end of the aforesaid term or at any previous termination thereof for any cause, in as good order and condition and state of repair, reasonable use and wearing thereof and inevitable accidents excepted, as the same now are or may be put into by said Lessor or by said Lessee.

That said Lessee will put and keep said premises continually in a neat, clean and respectable condition. That said Lessee will not keep or allow any liquors or beverages of an intoxicating nature or tendency, to be sold, kept or tolerated on said premises, nor any gambling nor other immoral practice. The said Lessee will not make or suffer any waste thereon or thereof, and will not assign or pledge said premises or any part thereof without the consent of said Lessor written and signed on the back of this lease, and not to use said premises nor any part thereof for any purpose called extra hazardous by insurance companies. Said Lessee also agree to replace all glass now or hereafter broken on said premises during said term.

The said Lessee also agree at said Lessee's own cost and expense during the term of this lease to put and keep said premises in good and substantial repair.

The said Lessee also agree at said Lessee's own cost and expense to put and keep said premises in such condition that they will comply with all Federal, State and Municipal Laws, Charters, Ordinances and Regulations and furnish at said Lessee's own risk, cost and expense additional plumbing, ventilation, fire escapes, fire protection or other improvements required by State, Municipal or other lawful authorities. *Responsibility of Landlord*

It is further agreed that said premises insured against fire.

The said Lessor, covenant and agree, at said Lessee's own risk, cost and expense, to keep all plate glass, if any, on said premises insured against loss or injuries, at all times during said term, in a first-class insurance company satisfactory to said Lessee, and will deliver the policy of such insurance to the said Lessee or Lessor's Agent, and exhibit receipts for the premiums thereon upon demand within a reasonable time thereafter. The said Policy to be written in the name of said Lessor. If requested. *Per H&B fire mikes*

The said Lessor agrees that the said Lessee shall not be holder or liable for any loss or damage which may be sustained by the said Lessee or others by the reason of the freezing, bursting, overflowing or break of any water, sewer, gas or steam pipes, ducts or sinks, in or about said premises or from premises adjoining, nor for any loss or damage which directly or indirectly may be sustained by water, sewer or gas, nor for loss or damage caused by water, ice or fire from said sink, pipe, trap, door or otherwise, nor for loss or damage by the reason of the present or future condition of repair of said premises or for loss or damage arising from acts or omissions of said Lessee or others or tenants or occupants. ~~Lessee is responsible for Lessee's negligence~~

The said Lessee agrees to permit said Lessor or Lessor's Agent, contractors or employees to enter said premises at all reasonable times, to view them, or show them to parties wishing to purchase, lease, or to make repairs, alterations or improvements to building or parts a part of which is hereby leased, and to install, install, appliances and pipes as they may deem necessary for the purpose of making said repairs, alterations and improvements, said Lessee hereby waives and assigns all claims and demands for loss or damage or diminution of rent on account thereof or on account of any obstruction to sidewalk, entrance or window, and to all other rights of said Lessee, and agrees to post signs to be put and remain on within leased premises ten days before the expiration of within term, without hindrance or molestation.

Lessor agrees to furnish at said Lessor's own expense all heating, air-conditioning, water, snow removal and cleaning of common areas and rest rooms.

Lessee shall place a deposit of \$1,227.09 ^{as a security deposit} with Resop Realty Inc to be held by them for 2110 Nicollet Avenue Limited Partnership as a ^{security} deposit. ^{to be refunded if mutually agreed & not withheld on lease terms}

After one (1) year, Lessee may cancel said lease with ninety (90) days written notice.

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404

(612) 871-4886

MEMO

DATE: March 29, 1982
TO: Ike Watkins, Chairman
FROM: William E. McGee, Attorney
RE: Lease and Damage Deposit for
2110 Nicollet Avenue South
Minneapolis, Minnesota

The question has arisen as to whether Resop Realty can retain the \$1,277.09, which was placed as a damage deposit for the premises at 2110 Nicollet Avenue South.

The pertinent portion of the lease agreement states:
"Lessee shall place a deposit of \$1,227.09 with Resop Realty Inc., to be held by them for 2110 Nicollet Avenue, limited partnership as a damage deposit" (Emphasis added).

The lease does not state that the damage deposit will be forfeited in the event that the Legal Rights Center fails to rent the premises or even by what date an agreement is to be reached. The \$1,227.09 was not placed as the first months rent nor as a sum that could be characterized as liquidated damages.

While Mr. Born in his March 18, 1982, letter to you characterizes the damage deposit as a good faith deposit and then states that it has been forfeited, he cannot by means of a letter change the language of the lease (which is a contract).

Since the \$1,227.09 was specifically placed as a damage deposit, and there has been no damage to 2110 Nicollet Avenue, it is my opinion that the damage deposit of \$1,227.09 should be returned with interest.

Attorneys
Douglas Hall
Executive Director
William Gattton
Gail M. Kaba
William E. McGee
Jerod H. Peterson

Community Workers
Manuel Guzman
Jettie Ann Hill
Jerry S. Patterson
June Redday
Rodolfo Diaz
Trudell Star

Administrator
Ralph L. Crowder

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Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404

(612) 871-4886

B
Attorneys
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Executive Director
William Gatton
Call M. Kaba
William E. McGee
Jerod H. Peterson

Community Workers
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Norman Newhall
Ramon Rocha
Artley Skenadore
Sandra Vargas
Izear Watkins
Irving Weiser
Ed West

MEMO

Doug, how do we stand legally on this matter?
I would like to know.

Thank you,

Ike

SKE

Attention: I would like notices to be sent out for
Board of Directors meeting on Tuesday,
3/30/82 at 5:30 P.M.

* I would like to have the Board member notify me if
they cannot attend on this date. It is very IMPORTANT
that we have a meeting in the nearby future. I can be
reached at 823-7137 after 5:00 P.M.

PLEASE send me a copy of this notice for my file so
that I will know when they went out. Thank you



Paul Taylor and Associates

Insurance Consultants

*638 Midland Bank Building, Minneapolis, Minnesota 55401
(612) 333-3125*

February 26, 1982

Mr. Izear Watkins
Chairman of the Board
Legal Rights Center, Inc.
Tree Top Apartments
3535 Bryant Avenue South
Minneapolis, MN 55408

Dear Mr. Watkins:

Thank you for your inquiry as to a new lease for your space at Chicago & Franklin.

After your phone call we visited your office at Chicago & Franklin and met with Mr. Ralph Crowder who again was very cooperative in assisting the owners of the building in reaching some conclusions as to the future of the space you are now provided.

Monday, March 1st, we will provide Mr. Crowder with a new lease for the space which the Legal Rights staff is now occupying.

Please call us whenever we may be of special assistance to you.

Sincerely,

CHICAGO PROPERTY PARTNERS

Paul Taylor, Jr.
Paul Taylor, Jr.

PT:lts

Encl:

CC: Mr. Ralph Crowder, Administrator
Legal Rights Center, Inc.
808 East Franklin Avenue
Minneapolis, MN 55403

Mr. Joseph Perfetti, CPA
Schweitzer Rubin Gottlieb Karon
1420 TCF Tower
Minneapolis, MN 55402

Mr. Charles Cohn
Chef Cafe
806 East Franklin Avenue
Minneapolis, MN 55404

Bonds - Commercial Insurance - Automobile - Aviation - Homeowners



Paul Taylor and Associates

Insurance Consultants

638 Midland Bank Building, Minneapolis, Minnesota 55401

(612) 333-3125

- 2 -

We presently are working on plans for making improvements on the outside of the building including our parking lot and we know that this upgrading will be welcome by your staff as well as many of your clients.

Monday, March 1st, we will have a new lease on your desk.

Thanks again for your sincere input during our meeting Thursday evening in your office.

Sincerely,

CHICAGO PROPERTY PARTNERS

Paul Taylor, Jr.

PT:ltts

CC: Mr. Izear Watkins, Chairman of the Board
Legal Rights Center, Inc.
3535 Bryant Avenue South
Minneapolis, MN 55408

Mr. Joseph Perfetti, C.P.A.
Schweitzer Rubin Gottlieb Karon
1420 TCF Tower
Minneapolis, MN 55402

Mr. Charles Cohn
Chef Cafe
806 East Franklin Avenue
Minneapolis, MN 55404

Bonds - Commercial Insurance - Automobile - Aviation - Homeowners

Isabel Gómez
Edwards.

N. Justice System

Call -



DEPARTMENT OF
EMPLOYEE RELATIONS
Equal Opportunity Division

RAFAEL A. ESPARZA
Equal Opportunity Specialist

3rd Floor, Space Center Building
444 Lafayette Road
St. Paul, Minnesota 55101

2963/Q1
(612) 296-8932

8100 34th Avenue South
Mailing Address/Box 0
Minneapolis, MN 55440
612/853-7828

Lilliam Pancorbo
Consultant
Public Affairs



CONTROL DATA
CORPORATION

SPANISH SPOKEN

SONIA NIEVES-BURTON
ATTORNEY AT LAW

500 SEXTON BUILDING
529 SOUTH 7TH ST.
MINNEAPOLIS, MINNESOTA 55415

BUS. (612) 375-0873

926-2010

612-291-2978
OFFICE

612-872-6892
RESIDENCE

David Rivera
LAWYER/ABOGADO

410 MCCOLL BUILDING
366 JACKSON STREET
ST. PAUL, MINNESOTA 55101

1. Manuel Cervantes

3.

2. Kathy Oliveres
3d World Campus
Law School -

4.

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404
(612) 871-4886

MEMO

DATE: February 9, 1982
TO: Board of Directors
FROM: Ralph Crowder
RE: February Board Meeting

This is a reminder of our February Board of Director's meeting which is to be held Tuesday, February 16th at 5:30 p.m. at the Legal Rights Center.

If you can not attend the meeting notify the office at your earliest convenience. Thank you.

Attorneys
Douglas Hall
Executive Director
William Gatton
Gail M. Kaba
William E. McGee
Jerod H. Peterson

Community Workers
Manuel Guzman
Jettie Ann Hill
Jerry S. Patterson
June Redday
Rodolfo Diaz
Trudell Star

Administrator
Ralph L. Crowder

Secretary
Carole Tenbear

Receptionist
Valerie Lambkins

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Clyde Bellecourt
David Bennett
Irene Bethke
Kevin Burke
Earl Craig
Syl Davis
Felino de la Pena
Frances Fairbanks
Sidney Feinberg
Jose Gaitan
Peter Heegaard
Vikki Howard
William Koenen
Alberto O. Miera, Jr.
Harry Moss
David Nasby
Carolyn Naylor
Norman Newhall
Ramon Rocha
Artley Skenadore
Sandra Vargas
Izear Watkins
Irving Weiser
Ed West

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404
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MEMO

DATE: January 12, 1982
TO: Board of Directors
FROM: Douglas Hall

I am enclosing a copy of a summons and complaint served on me.

A disagreement over how to defend this case has developed between me and a large majority of the staff.

I would like this to be a major agenda item for the January 19th board meeting. I hope you will attend.

Attorneys
Douglas Hall
Executive Director
William Gatton
Gail M. Kaba
William E. McGee
Jerod H. Peterson

Community Workers
Manuel Guzman
Jettie Ann Hill
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Irving Weiser
Ed West

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404
(612) 871-4886

MEMO

DATE: January 13, 1982
TO: Board of Directors
FROM: Izear (Ike) Watkins, Chairman
RE: Board Meeting

Please review the enclosed agenda for our January meeting. We have several important issues to resolve. If we are unable to obtain a quorum for this month, I plan to call an Executive Meeting of the Board to handle these matters.

Please make every effort to attend, I look forward to seeing you at the meeting Tuesday, January 19, 1982 at 5:30 p.m.

Attorneys:
Douglas Hal
Executive Director
William Gattor
Gail M. Kaba
William E. McGee
Jerod H. Peterson

Community Workers
Manuel Guzman
Jettie Ann Hill
Jerry S. Patterson
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~~Jose Gaitan~~
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Ed West

MEMO

DATE: February 22, 1982

TO: Board of Directors

FROM: Ike Watkins, President

At our last Board meeting, which was held Tuesday, February 16th, I was informed that I should call for an Executive Board Meeting which I complied. The topic to be discussed was the leasing of said building located at 2110 Nicollet Avenue South, Minneapolis.

The said meeting was held Friday, February 19th. The purpose of this meeting was to authorize placing a deposit of \$1,227.09 as a showing of "good faith money" to negotiate further. The Executive Directors arrived at a conclusion that the request of \$1,227.09 should be deposited with the stipulations that the full Board of Directors would have to agree on the leasing of said building. If the full Board of Directors could not agree, then said "food faith money" would be returned to Legal Rights Center, Inc.

Concerns of Board of Director Members:

Some of said Board Members were not aware of any intentions of any type of move until February 19th, the date said meeting was called. Other Board members were concerned that there was no copies of the said lease available to them, and others felt that staff had ample time to notify all Board members of said intentions.

Instructions the Executive Committee laid out for the Chair.

- (a) Meet with the owner of said building now occupied by Legal Rights Center at 808 E. Franklin Avenue, Minneapolis, MN 55404 to determine lease arrangements that Legal Rights Center has had in the past.
- (b) Call a Special Meeting of full Board of Directors to make the final decision of this matter. The Special Meeting is set for Thursday, February 25, 1982 at 6:00 P.M. The FINAL decision must be made by March 1, 1982 in order to comply with said arrangements.

Opinion

It is my feelings that this matter was not handled in a proper manner. It is also my feeling that each person on the Board could have and should have been supplied with a Lease of Said Building a week or 10 days prior to our meeting of Tuesday, February 16, 1982 and given the opportunity to study and form an opinion in this matter. Also it is my feeling that Legal Rights Center should move to a different location and I feel that any Board Member who attends meetings at Legal Rights Center can understand why a move is necessary. That is not to say that the Board should be pressured into a move. I happen to feel that there is enough expertise, dedication and concern to make the proper decision. I, as one person with one vote, intend to see that such an important matter as this is not handled in this manner in the future.

I might add that the staff was under the impression that the Executive Board could make a final decision on this matter. I would like to refer the Staff to Page 2, Section 3 of the By-Laws.

cc: Doug Hall
Ralph Crowder

P.S. Person attending February 19th meeting were: Felino de la Pena, Syl Davis, Clyde Bellecourt, Irene Bomez Bethke, Frances Fairbanks and Izear (Ike) Watkins, Chair. —

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404
(612) 871-4886

Attorneys
Douglas Hall
Executive Director
William Gatton
Gail M. Kaba
William E. McGee
Jerod H. Peterson

Community Workers
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Jettie Ann Hill
Jerry S. Patterson
June Redday
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Irving Weiser
Ed West

March 2, 1982

Board of Directors
Legal Rights Center, Inc.
808 E. Franklin Avenue
Minneapolis, MN 55404

Dear Board Members:

Enclosed you will find a copy of the McKnight Foundation letter instructing the Legal Rights Center, Inc., in the manner in which these funds should be used.

I checked the Articles of Incorporation and the By-Laws to see if this matter could be resolved in the manner that I intend to recommend. I found nothing that would lead me to believe that it could not be handled in this manner.

The matter that I am speaking of is, the placing of \$100,000.00 (one hundred thousand dollars no/100) in the best interest bearing account possible. I am appointing a Committee of board members whom I feel have the expertise and the know how to resolve this matter. I am asking this Committee to find the most reliable and safe interest bearing arround as possible and invest \$100,000.00 for the Legal Rights Center, Inc., and report back to the next Board of Directors meeting. The names of the Board of Director members on the Committee are as follows: Peter Heegaard, Chairman, Clyde Bellecourt, Syl Davis, Felino de la Pena, Dave Nasby and William Koenen, who should be included as he is the financial officer for the Legal Rights Center, Inc.

Copies of this letter will be sent to all Legal Rights Board of Director members. If any Board member disagrees, call me at 823-7137 after 5:00 P.M. The reason that I am handling this matter in this manner is because that the sooner this transaction is done, the more interest this money will generate.

I am asking Peter Heegaard to please call me as soon as he receives his letter, that way I will assume that each Board member will have received his or her letter. If I have received no phone calls within three days I shall assume each Board member has received his or her

letter to Board members
page 2

letter, then I will assume that there are no disagreements with the Board of Directors members and we can resolve this matter.

Sincerely,

Izear Ike Watkins

cc: Board of Directors
Doug Hall, Executive Director
Ralph L. Crowder, Administrator

THE MCKNIGHT FOUNDATION

410 PEAVEY BUILDING • MINNEAPOLIS, MINNESOTA 55402

TELEPHONE: (612) 333-4220

February 22, 1982

No. 81-554

Mr. Ralph L. Crowder
Administrator
Legal Rights Center, Inc.
808 East Franklin Avenue
Minneapolis, Minnesota 55404

Dear Ralph:

The Directors of The McKnight Foundation met on Monday, February 15, 1982, to review a number of funding requests among which was the request from the Legal Rights Center in the amount of \$150,000.


I am pleased to inform you that the Directors approved a grant of \$150,000 to be used over the three year period (at the rate of \$50,000 per year) to support the Center's on-going efforts in Criminal Defense, the continuation of the Juvenile Program and the extension of the legal services to the Southeast Asian Community of Hennepin County.

Our check in the amount of \$150,000, in full and final payment is enclosed. It is my understanding that these funds will be placed in an interest bearing account and that you will draw out no more than \$50,000 in 1982, and \$50,000 in 1983, and that in 1984 you will use the final \$50,000 plus whatever interest is accrued at that time. It is also my understanding that The McKnight Foundation will receive year-end fiscal and program reports (as well as audits when they are available) before the second or third year funds are to be used.

Would you please acknowledge receipt of this grant payment and the conditions attendant to its use.

We are pleased to continue support of your fine work in meeting many of the needs of individuals in our community.

Sincerely,



Russell V. Ewald
Executive Vice President

RVE:cm
enc: check

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404
(612) 871-4886

MEMO

DATE: March 2, 1982
TO: Board of Directors
FROM: Ralph L. Crowder
RE: March Board Meeting

The next scheduled Board of Directors meeting
is Tuesday, March 16, 1982 at 5:30 at the Legal
Rights Center. If you are unable to attend,
please call the office at your earliest convenience.
Thank you.

Attorneys
Douglas Hall
Executive Director
William Gattton
Gail M. Kaba
William E. McGee
Jerod H. Peterson

Community Workers
Manuel Guzman
Jettie Ann Hill
Jerry S. Patterson
June Redday
Rodolfo Diaz
Trudell Star

Administrator
Ralph L. Crowder

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Harry Moss
David Nasby
Carolyn Naylor
Norman Newhall
Ramon Rocha
Artley Skenadore
Sandra Vargas
Izear Watkins
Irving Weiser
Ed West

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404
(612) 871-4886

April 10, 1982

Attorneys
Douglas Hall
Executive Director
William Gatton
Jerod H. Peterson
Pamela G. Smith
F. Clayton Tyler

Community Workers
Frank Dickenson
Manuel Guzman
Jettie Ann Hill
Jerry S. Patterson
Rosa Ruiz

Administrator
Ralph L. Crowder

To: Board of Directors

From: Izear Ike Watkins, Chairman

I am writing this in regards to a memo that I received April 10, 1982. I will address myself to questions that have been raised in Items 1 thru 4. First I would like to explain to you that I have not been informed by anyone regarding the freezing of any funds of the Legal Rights Center, Inc.

On Wednesday, April 7, 1982, I received three phone calls from Bill Koenon. In the three phone calls that I received from Bill Koenon we discussed the financial meeting that was to take place with the Executive Director and the Administrator pertaining to Line of Credit and other financial matters. In one of Bill's earlier phone calls, he felt that an Executive Committee meeting should be held to resolve matters that he felt needed attention. My suggestion to Bill was that he should first meet with Doug Hall and Ralph Crowder to determine if his concerns could be alleviated. In his final phone call he stated that the problem had been resolved.

Directors
Antonio Arellano
Clyde Bellecourt
David Bennett
Irene Bethke
Kevin Burke
Earl Craig
Syl Davis
Felino de la Pena
Frances Fairbanks
Sidney Feinberg
Jose Gaitan
Peter Heegaard
Vikki Howard
Alberto O. Miera, Jr.
Harry Moss
David Nasby
Carolyn Naylor
Norman Newhall
Sandra Vargas
Izear Watkins
Irving Weiser
Ed West

OPINION:

It is my opinion that 80 to 85% of Legal Rights Center's so called problems would not exist if there were not politicking, egos, and personality clashes. Some may feel that I, as Chairman, do not have the expertise to resolve said matters. They are wrong. For the past four years I have served on the Minneapolis City Charter Commission and I presently Chair the Charter Commission. The duties of the City Charter Commission are to change, if need be, the structure of City government financially, etc. and to assure that the Charter is implemented by all elected Officials, Department Heads, and Boards and Commissions in the City of Minneapolis. Therefore, I feel that the Legal Rights Center, Inc. is not in such bad hands with me as the President and Chairman. Furthermore, I feel that if cool heads could prevail and respect for each other were practiced these small problems would not exist.

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404
(612) 871-4886

Attorneys
Douglas Hall
Executive Director
William Gatton
Jerod H. Peterson
Pamela G. Smith
F. Clayton Tyler

Page 2

April 10, 1982

Cont:

Community Workers
Frank Dickenson
Manuel Guzman
Jettie Ann Hill
Jerry S. Patterson
Rosa Ruiz

DEALING WITH AGENDA ITEMS:

Item #1

Item No.1; has no relations to any of the other 3 items listed below.

Administrator
Ralph L. Crowder

Item #2: Freezing of Legal Rights Center, Inc funds

- (a) No Legal Rights funds can^{NOT} be ^{FROZEN} frozen by anyone other than through the proper procedure. If the Board of Directors wishes to freeze funds, the Treasurer has access to the financial records. After the Treasurer has studied Said records and he or she feels there is misuse, he or she may present that information to the Board of Directors. If the Board of Directors, likewise, agrees that there is misuse then action can be started.
- (b) It then becomes a legal problem and it may^{not} be necessary, but it is my feelings at that point that an Attorney with expertise in this field should be called in to advise on said matters.
- (c) Funds can be frozen temporary until there is an audit of the books or, if needed, any other person with financial expertise who can verify if the accusations are legitimate or not.

Directors
Antonio Arellano
Clyde Bellecourt
David Bennett
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Item #3: Clarification of PAYROLL process

Article 4 of the Legal Rights Center, Inc. makes it very clear of this process. The second line in Article 4 states clearly that the Executive Director, he or she, shall have complete and total administrative responsibility for the operation of Legal Rights Center, Inc. and that would include structuring policy to deal with payroll process.

Item #4: Role of Legal Rights Center Treasurer

Article 5, listed under D, states that the Treasurer supervises receipts, custody, deposit and disbursement of all funds of the Corporation and the keeping of all such things. So you see that Article 4 makes it clear that the Executive Director structures such procedures and that Article 5, section D, states that the Treasurer is to supervise and see to it that the policy is carried out.

Any questions by any Board members, I would appreciate by phone, mail or in person. My Phone # is 823-7137. Address below.

Izear Ike Watkins, Chairman

3535 Bryant Ave. So. #213
Minneapolis, MN 55408

Izear Ike Watkins

Legal Rights Center, Inc.

808 E. Franklin Avenue Minneapolis, Minnesota 55404

(612) 871-4886

Call M. 1-800-255-5822
William E. McGee
Jerod H. Peterson

Community Workers
Manuel Guzman
Jettie Ann Hill
Jerry S. Patterson
June Reddick
Rodolfo Diaz
Trudell Star

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Sandra Vargas
Izear Watkins
Irving Weiser
Ed West

MEMO

Date: April 8, 1982

To: Executive Committee
Bill Koenen, Kevin Burke, Felino de la Pena,
Ike Watkins

From: Syl Davis

Re: Executive Committee Meeting

This memo is to request your presence at an Executive Committee meeting of the Legal Rights Center Board of Directors. The purpose of this meeting is to deal with the following issues:

- 1) Bill Koenen's recent financial memo to the Board.
- 2) Unauthorized freezing of LRC funds.
- 3) Clarify payroll process
- 4) Role of the LRC Treasurer

This is an urgent and important meeting. I strongly urge you to attend. The meeting will be held:

TIME: 12:00 Noon

LOCATION: Legal Rights Center

DATE: Tuesday, April 13th

If you have a schedule conflict please notify the office at your convenience.

CC: Doug Hall
Syl Davis