



# GRUPO CULTURSL LATINOS EN ROCHESTER BOARD OF DIRECTORS MEETING MINUTES

Date: March 31, 2018

Present: Henry Padron, Evelyn D'Agostino, Jazmin Ruiz, and Indira Danner

## Agenda

### Quick Updates:

- 2017 Tax Exemption has been filled
- Bazar is confirmed for May 12 from 11a.m. – 4p.m.
- Bilingual Story Time for Children: Evelyn got confirmation from Lincoln Branch for July
- Radio promo today at Poder 97.1 with DJ Anabelle Del Valle to advertise upcoming programing.
- Annual Membership fee is \$25.00 per person OR \$50.00 per family and should be paid by November
- Finalized the “Video and Photo” release document
- Finalized the “Liability Waiver Form”
- 2018 Press Released finalized
- April 18 after BOD Meeting at around 11:30a.m. Henry will provide training for “Bilingual Story Time” volunteers

### Review and finalize:

- Review Policies and Procedures
- Finalize Programming for “Bilingual Reading Time for Children” (Second Saturday starting May)
- Finalize Programing for “Adult Conversational Spanish Classes” (Fall 2018)

## Action item(s)

1. Bilingual Reading Time for Children (30 mins reading | 30 mins activity):
  - **Evelyn** is talking with Father Juan from Pittsford Church
  - **Henry** will talk with the Director of Writers and Books.
  - **Shirley** is interested in incorporating puppets and will send Henry the links for ideas
2. **Jazmin and Evelyn** to work in grant writing and applications to obtain funds.
3. **Evelyn & Indira** start the 501c3 process.
4. **Jazmin** will finalize workshops at the Brainery.
5. **Indira** is reviewing the rewards for each pledge, ideas as follows:  
Donation tiers:
  - \$20 (GCLER Book Mark)
  - \$50 (1 <3 GCLER Bracelet)
  - \$100 (GCLER Shopping Bag)
  - \$200 (GCLER T-Shirt)

## Future Item(s) of Discussion

- ✓ Review actions



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## Next Meeting

- ❖ Saturday, April 28 at 10am at TBD
- ❖ Saturday, May 19 at 10am at TBD
- ❖ Saturday, June 23 at 10am at TBD
- ❖ Saturday, July 28 at 10am at TBD
- ❖ Saturday, August 25 at 10am at TBD
- ❖ Saturday, September 22 at 10am at TBD
- ❖ Saturday, October 27 at 10am at TBD
- ❖ Saturday, November 24 at 10am at TBD ???



# GRUPO CULTURSL LATINOS EN ROCHESTER BOARD OF DIRECTORS MEETING MINUTES

Date: February 24, 2018

Present: Evelyn D'Agostino, Jazmin Ruiz, and Indira Danner

## Agenda

### Quick Updates:

- File for Tax Exemption and Required State Reports
- Share the copy of our current Articles of Incorporation
- Any more fundraising ideas and current progress
- Bilingual Reading Time for Children

### Review and finalize:

- Review Policies and Procedures
- Finalize Bylaws
- Finalize Pricing
- Finalize 2018 Programing

## Action item(s)

1. **Indira and Evelyn** will fill our E-Postcard 990-N Form for tax purposes. Received letter that the EIN ID is reinstated 46-33405229.
2. **Indira and Evelyn** make amendments to the Article of Incorporation. Not needed as the name, address and mailing, etc. is not changing.
3. **Jazmin and Evelyn** to work in grant writing and applications to obtain funds. Brainery classes on its way being organized by the Events and Programs Committee.
4. **Evelyn** to follow up with Library contact: Rosa. Jazmin checked with Barnes and Noble and they said NO.
  - Other ideas: "Irondequoit Library" is big and has multiple rooms. Churches especially ones with Latino populations. Town Community Centers. Open areas like parks in the warmer months.
5. **Indira** will continue to work in Policy and Procedures and will be final in next meeting. Sharing document for the BOD input.
6. The three of us present voted in passing the current document. **Will collect signatures in the next BOD meeting.**
7. Pricing for dance programs and details are final and can be found in the web [gclcr.org/tickets](http://gclcr.org/tickets)
8. 2018 programing has been finalized and marketing is on its way by **Indira**.
9. **Jazmin** to work in the language for the "Video and Photo" release document
10. **Indira** to contact Poder 97.1 DJ Anabelle Del Valle to advertise upcoming events: Saturday March 17 & 24: Confirmed, please let me know if you can make it.
11. Reviewing the annual member fee



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**12. All** think of four giveaways for donations.

- Option 1: \$20 (?)
- Option 2: \$50 (?)
- Option 3: \$100 (?)
- Option 4: \$200 (?)

## Future Item(s) of Discussion

- ✓ Review actions

## Next Meeting

- ❖ Saturday March 31st at 10am at Books and Writers (Confirmed)



# GRUPO CULTURSL LATINOS EN ROCHESTER BOARD OF DIRECTORS MEETING MINUTES

Date: January 27, 2018

Present: Indira Danner; Henry Padron; Evelyn D'Agostino; Jazmin Ruiz; Larissa Rosario; Shirley Bittlingmaier

## Agenda

- Review of Bylaws/Articles document
- Discuss 2018 Programs/ Activities
- Agree on next Meetings times and place
- How to share scheduled events

## Action item(s)

1. **Indira:** Email the second Draft of the Bylaws document, which was completed with minor modifications.
2. **Jazmin:** will call for a program-planning conference call meeting to gather all interested in order to prepare an annual work plan. Thursday nights seems like a good option.
3. **Henry:** The team presented the idea of a **monthly one-hour Children's Literature/Activity session** to be held at a site to be determined. (1st Saturday of the month from 10-11am) Henry will check with Writers and Books to explore the possibility of them being a temporary site until we have our own venue.
4. **Indira/ Jazmin** will check the benefits of using the Rochester Brainerd as a site to teach workshops to the community. Will follow up to gather more details.
5. **Agreed on Monthly Board meetings and schedule as follows:** last Saturday of the month, except May (Memorial Day Weekend); from 10-12 on the following dates- February 24, 2018; March 31, 2018; April 28, 2018; May 19, 2018. We will coordinate the next half of the year, as we get closer to those dates. **Henry will check on the possibility to have these held at Books and Writers.**
6. **Indira** will send the next meetings and best way to share will be using google calendar as agreed.

## Future Item(s) of Discussion

- File for Tax Exemption
- File Required State Reports
- Share the copy of our current Articles of Incorporation
- Brainstormed fundraising ideas and will continue the discussion at a future meeting when specifics can be addressed.

## Next Meeting

- ❖ Saturday February 24th at 10am at Webster Recreation Center (CONFIRMED)



# GRUPO CULTURSL LATINOS EN ROCHESTER BOARD OF DIRECTORS MEETING MINUTES

Date: November 18,2017

## Agenda

- Reviewed Current Board of Directors positions and Committees
- Appoint Officers for the term of 2018-2021
  - ✓ President: Indira Danner; Vice-President: Henry Padron; Secretary: Erica Carreras;  
Treasurer: Evelyn D'Agostino; Director of Programs: Jazmin Ruiz
- Chose reoccurring meeting:
  - ✓ Every third Saturday of every other month from 10am until noon

## Action item(s)

1. Email the revised Bylaws document for review prior to the next meeting.
2. Email Indira Danner your Biography and photo to upload on the GCLER website (GCLER.ORG)

## Future Item(s) of Discussion

- Info about a Corporate Bank Account
- File for Tax Exemption
- File Required State Reports
- Share the copy of our current Articles of Incorporation
- How to share scheduled events

## Next Meeting

- ❖ Saturday January 27th at 10am