

BOARD

MINUTES

1985 - 1993

Public Service Legal
Reference & Education
Fund

Board

Minutes

PRESENT - 792

PUERTO RICAN LEGAL DEFENSE AND EDUCATION FUND, INC.
BOARD OF DIRECTORS ANNUAL MEETING

OCTOBER 23, 1991

MINUTES*

A meeting of the Board of Directors of the Puerto Rican Legal Defense and Education Fund was held on Wednesday October 23, 1991, at the offices of the Fund.

PRESENT

William Callejo, Esq.
Ernest Collazo, Esq.
Patricia Díaz Dennis, Esq.
Ricardo Fernández
Domingo García
Amy Gladstein, Esq.
Andrés Gómez Vázquez
David Jones, Esq.
Joy V. Jones, Esq.
Harold Lewis, Jr., Esq.
Victor Marrero, Esq.
José Olivieri, Esq.
Benito Romano, Esq.
Celina Romany, Esq.
Alba Rovira Paoli, Esq.
Sonia Sotomayor, Esq.
Salvador Tió, Esq.
Martin Zuckerman, Esq.

STAFF

Rubén Franco - President and General Counsel

Yvette Bravo-Weber - Director, Legal Education Division
Elizabeth Dickinson - Director of Development and Public Relations
Rafael Gómez - Fiscal Director
Yocelyn Tarazona-Cornelio - Administrative Assistant

A quorum having been established, Ernest Collazo, called the meeting to order.

I. APPROVAL OF MINUTES OF MEETING OF MAY 31, 1991

A motion was made, duly seconded, and carried unanimously, adopting the minutes of the May 23, 1991 meeting.

II. COMMITTEE REPORTS

A. FINANCE COMMITTEE

Alba Rovira Paoli reported as follows:

1) 1990-91 Audited Financial Statements

The financial statements for 1990-91, were reviewed by the Finance Committee and by the Executive Committee during the Executive Committee meeting of 10/22/91, at which Lou Mezzina and Cosmo Saginario, of Peat Marwick, were present. Copies of the financial statements were distributed to the Board, and Alba indicated that some changes needed to be made to those statements, but that they did not affect the final figures. All of the proposed changes were reviewed with the Board. The appropriate amendments will be made by Peat Marweak to the 1990-91 Audited Financial Statements, reflecting these changes, and copies of the final statements will be distributed to the Board.

Alba reported on the status of the items presented last year by the auditors in the Management Letter. She stated that the auditors have indicated that major improvements have been made on some items, and that others have been resolved.

A motion was made, duly seconded and carried unanimously, adopting the 1990-91 Audited Financial Statement subject to the changes referred to by Alba.

2) Comparison of 1991-92 Annual Budget to Actuals and Operating Income Statements

The Board reviewed and discussed the Comparison of the 1991-92 Annual Budget to the Year-to-Date Actuals and Operating Income Statements. Alba informed the Board that the Finance Committee plans to meet on a regular basis, either by telephone or at PRLDEF, to compare the approved budget against actual results on a month-to-month basis.

3) Investment Manager

The Finance Committee has been engaged in the process of searching for an investment manager. Several proposals were received and reviewed, and interviews were conducted with representatives of several companies. The firm of Newberger and Berman was recommended by the Finance Committee for approval by the Board. The NAACP LDF has used this firm for about twenty years, and recommends it highly.

A discussion followed, after which the Board unanimously

RESOLVED that the firm of Newberger and Berman be retained as PRLDEF's Investment Managers.

A motion was made to amend the investment policy in the following ways:

- To reflect that decisions with respect to the implementation of the investment policy would be made by the Executive Committee and the Finance Committee, together.

This motion was seconded and unanimously carried.

A second motion was made to amend the investment policy as follows:

- To allow for PRLDEF to invest in equities (the current policy restricts PRLDEF's ability to invest in equities).

This motion was duly seconded and passed, with one abstention.

B. DEVELOPMENT

In the absence of José Reynoso, Elizabeth Dickinson, Director of Development and Public Relations, reported on the work of the Development Committee. She also gave an update on the banquet, scheduled for 10/24/91.

Elizabeth stated that she expects that the net income from this year's banquet will be about the same as that of last year.

Elizabeth listed the new grant proposals which have been submitted to the various prospective donors. She also stated that some Board members have been helping to identify new funders.

Rubén reported that Mayor Dinkins had canceled his attendance at the banquet. A discussion followed as to whether PRLDEF should have become involved in supporting Dr. Emilio Carrillo, who was forced to resign from his position as President of New York City's Health and Hospitals Corporation.

Ernest Collazo reported that he has established 3 levels of Board-member contributions to PRLDEF: 1) 2,000.00 level; 2) 1,000.00 level; and 3) 500.00 level.

Each Board member will be asked to contribute at one of these levels.

C. EDUCATION COMMITTEE

There was a meeting of the Education Committee prior to the Board meeting. Bill Callejo reported on that meeting and Yvette Bravo-Weber, Director of the Education Division, reported on the work of the Education Division.

Regarding the Student-Attorney Network, over 100 law students have been paired with attorney-mentors, and we have commenced a series of seven seminars on law courses and skills development. This program has received much praise from the participants.

The Latino Attorney Directory has been expanded to include attorneys in the Midwest, and it is expected that the first Directory will be published in the Summer of 1992.

Carlos Figueroa has been hired to conduct the research for PRLDEF's video project on careers in the law. He is conducting interviews and evaluating other educational videos.

The new Legal Education Division brochures were handed out to Board members; one brochure was written for attorneys and the other for students.

Yvette Bravo-Weber reported on the progress of the different programs in the Education Division.

Harold Lewis stated that he is now the Chair of the Faculty Hiring Committee at Mercer Law School, and asked Board members to contact him if they know of any Latino applicants for law school, but especially, for law teaching positions.

D. LITIGATION COMMITTEE

Salvador Tió mentioned that Board member Ricardo Fernández' inauguration as the new President of Lehman College would take place tomorrow, and suggested that a message congratulating him be sent from the staff and Board of PRLDEF.

Salvador reported on the meeting of the Litigation Committee held on October 4, 1991, attended by committee members, PRLDEF staff, and invited guests.

An economic development concept was discussed at that meeting. One of the presentations made at the Committee meeting was by Michael

involved with the Institute for Corporative Community Development.

Salvador discussed the community economic development project as presented by Mr. Swack. A written description of that program was distributed to the Board.

Salvador also reported on our Women's Rights Initiative, and on the status of the voting rights litigation. On the issue of voting rights, Arthur Baer addressed the Board with an update on the status of our redistricting efforts.

III. REPORT OF THE PRESIDENT/GENERAL COUNSEL

Rubén Franco highlighted some of the points contained in his written report.

He discussed the Women's Rights Initiative, including a case being developed regarding domestic violence. It involves the refusal of city shelters to accept Spanish monolingual women.

Another case in development, which Rubén discussed, is in the area of foster care, where some agencies refuse to place children in homes where the parents are Spanish monolingual.

Rubén also stated that he had recently been the keynote speaker at the Annual Dinner of the Ibero American Action League, Inc., of which Board member Domingo Garcia is the President and CEO. Rubén noted that he was very impressed with the service to the Latino community being rendered in the Rochester area by that organization.

IV. NEW BUSINESS

There being no new business, and with no further issues to discuss, the meeting was adjourned.

PUERTO RICAN LEGAL DEFENSE AND EDUCATION FUND, INC.
BOARD OF DIRECTORS ANNUAL MEETING

MAY 31, 1991

MINUTES*

The annual meeting of the Board of Directors of the Puerto Rican Legal Defense and Education Fund was held on Friday, May 31, 1991, at the offices of the Fund.

PRESENT

Luis Alvarez
Mari Carmen Aponte, Esq.
William Callejo, Esq.
Anna Carbonell
Ernest Collazo, Esq.
Patricia Díaz Dennis, Esq.
Ricardo Fernández
Father Joseph Fitzpatrick
Domingo García
Andrés Gil, Esq.
Angelo Giordani
Grace Ibañez Friedman, Esq.
David Jones, Esq.
Joy V. Jones, Esq.
Rafael Lantigua, M.D.
Harold Lewis, Jr., Esq.
José Olivieri, Esq.
René Ramirez, Esq.
Benito Romano, Esq.
Alba Rovira Paoli, Esq.
José S. Reynoso
Celina Romany, Esq.
Sonia Sotomayor, Esq.
Salvador Tió, Esq.

STAFF

Rubén Franco - President and General Counsel
Yvette Bravo-Weber - Director, Legal Education Division
Elizabeth Dickinson - Director of Development and Public Relations
Rafael Gómez - Fiscal Director
Yocelyn Tarazona-Cornelio - Administrative Assistant

A quorum having been established, Ernest Collazo, called the meeting to order.

I. APPROVAL OF MINUTES OF MEETING OF JANUARY 31, 1991, AND SPECIAL MEETING OF FEBRUARY 7, 1991

A motion was made, duly seconded, and carried unanimously, adopting the minutes of the January 31, 1991 meeting. A second motion was made, duly seconded and unanimously carried, adopting the minutes of the special Board meeting of February 7, 1991.

II. COMMITTEE REPORTS

A. FINANCE COMMITTEE

Alba Rovira Paoli presented the proposed financial budget for 1991-92. There was much discussion, including about the proposed deficit.

A motion was made, duly seconded, and carried, with one member voting against.

Alba also reported about our search for an investment manager, stating that there are several candidates and that it is hoped a decision will be made within several months. It was requested that Board members submit any recommendations about additional candidates to the Executive Committee, as soon as possible.

A report which details all of our insurance coverage, as well as an analysis thereof and recommendations for changes, was distributed. Rubén explained that this report was the result of an extensive analysis conducted by Bill Haggerty, of Manufacturer's Hanover Trust. A discussion followed regarding our insurance coverage. The changes in our insurance coverage recommended by Mr. Haggerty, will be made.

The Board Chair will send a letter to Bill Haggerty expressing the Board's appreciation for his work on our behalf.

B. DEVELOPMENT

José Reynoso reported on the work of the Development Committee and on matters discussed in their meeting of 5/31/91.

He also gave an update on the banquet. Antonia Pantoja and General Enrique Mendez have confirmed their acceptance to be honorees; Anna Carbonnel is waiting to hear from Congressman Rangel.

A list of PRLDEF supporters was distributed, and Board members were asked to inform the Development Committee of any other contacts they may have in the organizations listed. José Reynoso also

reported that the committee plans to develop a brochure which will be used to solicit funds from law firms.

There was a discussion regarding the criteria for the selection of honorees for the salsa fundraiser and for the annual banquet. It was suggested that community people be considered as honorees for the banquet. It was indicated that community persons have never been omitted from consideration -- that everyone should feel free to submit any candidate.

C. EDUCATION COMMITTEE

There was a meeting of the Education Committee prior to the Board meeting. Bill Callejo reported on that meeting and on the work of the Education Committee. He also discussed the report submitted by the Director of the Legal Education Division, Yvette Bravo-Weber.

The Video Project and the Leadership Program were discussed. It was suggested that an evaluation be conducted of the leadership programs which already exist nationally to determine how much the Latino community is benefiting from them, and to determine if there is something different that we could offer in the program that we contemplate.

Bill also discussed the Legal Education Division's brochures which describe the work of the Division. Also discussed was the Latino Attorney Network, currently in development.

It was proposed that the Chairman officially thank Luis DeGraffe, who volunteers his time to teaching the personal essay workshops and donates what we pay him to the PRLDEF scholarship fund. It was also suggested that he be nominated as an honoree for the 1992 salsa fundraiser, and perhaps also have a scholarship stipend named in his honor.

The scholarships were also discussed. It was agreed that consideration should be given to giving students multi-year funding.

D. LITIGATION COMMITTEE

Salvador Tió reported on the work of the Litigation Committee. The committee met prior to the Board meeting and had three outside guests who discussed housing issues and indicated that there is a plan to organize a national housing conference for next year. The federal and state housing initiatives were also discussed.

The status of the city housing cases was raised. It was reported that at the moment, these cases are dormant.

There was a discussion on the need for PRLDEF to have individuals track legislation and other developments in Albany and Washington,

D.C. Rubén explained that PRLDEF works closely with the Association of Puerto Rican Executive Directors and the National Puerto Rican Coalition to obtain this information. Rubén is on the Board of Directors of both organizations.

It was suggested that a Board retreat be held to review the mission of the organization. Ernest Collazo recommended that Rubén pursue this.

III. REPORT OF THE PRESIDENT/GENERAL COUNSEL

Rubén Franco discussed the Hernández case and reported on the Supreme Court decision. He gave an update on our Voting Rights Project and the redistricting of the New York City Council. His written report was distributed to the Board.

Rubén reported that the matter regarding the PRLDEF's office space, which was rented to the Council of New York Law Associates, has been settled. PRLDEF is getting back the space.

The Board was informed of the Doctor of Laws Degree, honoris causa, which was conferred upon Rubén by the City University of New York School of Law.

IV. NEW BUSINESS

Ernest Collazo reported on the letter he received from Hector Díaz, from Chicago, regarding the establishment of a PRLDEF office in that city. A discussion followed on this matter regarding feasibility, funding, etc. Meetings have already taken place with the Joyce Foundation, in Chicago, regarding funding, as well as with community leaders. The Board members were asked to submit suggestions of other possible funding contacts.

A Chicago Office Committee is in the process of formation.

With no further issues to discuss, the meeting was adjourned.

PUERTO RICAN LEGAL DEFENSE AND EDUCATION FUND, INC.
SPECIAL MEETING OF THE BOARD OF DIRECTORS

FEBRUARY 7, 1991

MINUTES

A special meeting of the Board of Directors of the Puerto Rican Legal Defense and Education Fund was held on Thursday, February 7, 1991, at the offices of the Fund.

PRESENT

Ernest J. Collazo, Esq.
Anna Carbonell
Patricia Díaz Dennis, Esq.
Father Joseph Fitzpatrick
Andrés Gil
Angelo Giordani
Andrés Gómez Vázquez
Dorothy Buckton James
David Jones, Esq.
Rafael A. Lantigua, M.D.
Harold Lewis, Jr., Esq.
José A. Olivieri, Esq.
Benito Romano, Esq.
Celina Romany, Esq.
Alba Rovira Paoli, Esq.
José Santos Reynoso
Salvador Tió, Esq.
Martin Zuckermnan, Esq.

Nathan Quiñones

STAFF

Rubén Franco - President and General Counsel

Elizabeth Dickinson - Director of Development and Public Relations

Rafael Gómez - Fiscal Director

Yocelyn Tarazona-Cornelio - Administrative Assistant

A quorum having been established, Ernest Collazo, called the

on other activities of the Litigation Committee, such as, housing and economic development issues. It was suggested that meetings be held with people that are knowledgeable about different aspects of the problems affecting the Latino community, mainly in New York State. In this way, the committee will be in a position to have a more informed discussion about the issues and what some of the potential strategies are.

C. OTHER MATTERS

A listing was distributed which includes the class of each Board member and their re-election year. Also distributed was an updated Board List, including all new Board members, as well as a list of committee assignments.

The next two Board meetings were scheduled as follows:

- Friday, May 31, 1991, 3:00 P.M.
- Wednesday, October 23, 1991, 4:00 P.M.

With no further issues to discuss, the meeting was adjourned.

PUERTO RICAN LEGAL DEFENSE AND EDUCATION FUND, INC.
BOARD OF DIRECTORS ANNUAL MEETING

JANUARY 11, 1991

MINUTES

The annual meeting of the Board of Directors of the Puerto Rican Legal Defense and Education Fund was held on Friday, January 11, 1991, at the offices of the Fund.

PRESENT

Luis Alvarez
Dorothy Buckton James
William Callejo
Anna Carbonell
Ernest Collazo, Esq.
Andrés Gómez Vázquez
Grace Ibañez Friedman, Esq.
David Jones, Esq.
Harold Lewis, Jr., Esq.
Victor Marrero, Esq.
Benito Romano, Esq.
Alba Rovira Paoli, Esq.
José Santos Reynoso
Sonia Sotomayor, Esq.
Salvador Tió, Esq.

STAFF

Rubén Franco - President and General Counsel

Elizabeth Dickinson - Director of Development and Public Relations

Rafael Gómez - Fiscal Director

Yocelyn Tarazona-Cornelio - Administrative Assistant

A quorum having been established, Ernest Collazo, called the meeting to order.

Rubén Franco introduced the new staff members: Yvette Bravo-Weber, an attorney, is the Director of Legal Education and Training; Maria Margarita Ramos, Assistant to the Director of Development and Public Relations; Olga Pérez, Associate Counsel, replaces Richard Rivera; Nina Perales, Skadden Arp Fellow; Angel García, Public Policy Analyst.

I. APPROVAL OF OCTOBER 10, 1990 MINUTES

A motion was made, duly seconded, and carried unanimously, adopting the minutes, with a suggestion that the profit made on the 1990 Banquet should be included in the Finance Report.

II. COMMITTEE REPORTS

A. FINANCE COMMITTEE

The Finance Committee met and reviewed the proposed 1990-91 Budget, which was distributed to the Board, and which was presented by Rafael Gómez. A recommendation was made by the Finance Committee that the budget be adopted.

Rubén explained that the proposed 1990-91 Budget included no increase in salaries for the staff. (The union contract had expired December 31, 1990). This had been previously discussed with the union negotiators as well as with the staff. A commitment was made to the staff that next fiscal year, at the beginning of July, 1991, PRLDEF's financial position would be reviewed, and if it has improved, the staff will get salary increases, retroactive, to the extent possible, to January 1, 1991.

It was pointed out that the proposed budget contained a salary increase for the President and General Counsel. At this point the Board went into executive session.

Following the executive session, the Board passed a resolution, the substance of which was provided by Board Secretary, Anna Carbonell, to the effect that there will be a special meeting of the Board, to be held no later than February 15, 1991, in order to approve a revised budget. The Board will receive a revised proposed budget from Rubén Franco and his staff, with sufficient time to permit the Board to review it carefully.

Alba reported on the resolution proposed by the Finance Committee and approved by the Board at the meeting of October, 1990, concerning a policy for the investment of funds. Rafael Gómez is reviewing new proposals submitted by several investment companies. Currently, the funds are invested in short term CD's.

Mr. Lou Mezzina, from Peat Marwick, made a presentation regarding the 1990 audit, a draft of which was provided to all Board members. Also, a proposed Management Letter, with suggestions and recommendations to improve the general operation of the Fund, was distributed and discussed.

A motion was made to adopt the 1990 Audit Report; it was seconded and carried.

B. NOMINATIONS COMMITTEE

1. New Members

Luis Alvarez, committee chair, presented the Nominations Committee's list of proposed nominees. A motion was made, duly seconded and unanimously carried, electing the following new Board members:

Jorge L. Batista, Esq.
Patricia Díaz Dennis, Esq.
Domingo García
Andrés Gil, Esq.
Joy V. Jones, Esq.
Rafael A. Lantigua, M.D.
José A. Olivieri, Esq.
Celina Romany, Esq.

2. Election of Officers and Re-Election of Members

Luis Alvarez presented the slate of candidates for Board officers:

Ernest Collazo - as Chair
Alba Rovira-Paoli - as 1st Vice-Chair
Benito Romano - as 2nd Vice-Chair
Martin Zuckerman - as Treasurer
Anna Carbonell - as Secretary

A motion electing these officers was made, seconded and unanimously carried.

Luis Alvares presented for re-election the following Board members whose terms expire in January, 1991:

| | |
|-----------------------|-------------------|
| Mari Carmen Aponte | Alba Rovira-Paoli |
| Anna Carbonell | Isaura Santiago |
| Ricardo Fernández | Salvador Tió |
| Amy Gladstein | Martin Zuckerman |
| Grace Ibañez Friedman | |

A motion to re-elect these members was made, seconded and unanimously carried.

The Chair recommended William Callejo and Miguel García as Members-at-Large of the Executive Committee. This motion was seconded and duly carried.

A motion was made re-electing Nathan Quiñones as an Honorary Director. It was seconded and unanimously carried.

C. LITIGATION

Salvador Tió reported on a meeting of the Litigation Committee held on Thursday, January 10, 1991. The Legal Staff participated in this meeting and provided a full briefing on several cases and projects. The committee also heard from the staff, extensively, regarding the Voting Rights Project. This is discussed in detail in the written report of the President and General Counsel.

The housing cases were also discussed. Much of the discussion revolved around any possible changes in our direction in this area now that Richard Rivera, who was the person primarily responsible for housing litigation, has left the Fund. Some time was spent discussing what the role of the Litigation Committee and its subcommittees should be. New areas for work were suggested. For example, a community development effort could be undertaken by the Fund. In this effort, we would not limit ourselves exclusively to litigation, but serve more in a role of counsel to organizations seeking to promote community development. There was also a discussion on the need to develop a program for dealing with women's rights. Mr. Tió indicated that Domingo Garcia, one of the newly elected Board members, would be a welcomed addition to the Litigation Committee because he has the kind of background that would be particularly useful for the kinds of discussions that the Litigation Committee has.

D. DEVELOPMENT

Ernest Collazo announced that the new Chair of the Development Committee will be José Reynoso.

José Reynoso indicated that there will be a meeting of the Development Committee within the next few weeks. The committee will begin to devise a long term development strategy, with specific priorities, to be presented to the Board.

Ernest Collazo mentioned that a date needs to be selected, as soon as possible, for the 1991 Banquet, as well as a list of proposed awardees that should be forwarded to José.

Elizabeth reported that on the 1990 Banquet the net profit was \$67,995.00.

E. EDUCATION COMMITTEE

There was a meeting of the Education Committee prior to the Board meeting. William Callejo reviewed the meeting's agenda and reported on the activities of the committee.

The Video Project and the Mentorship Program were discussed. Mr. Callejo indicated that several of the projects covered in the Education Division report, like the Leadership Program, and the Latino Lawyers Directory, are in the early stages of their development, but they are all being moved along.

III. REPORT OF THE PRESIDENT/GENERAL COUNSEL

A. PILC

Rubén Franco reported on the physical changes done to the premises. Also, he informed the Board that the Fund closed on the purchase of the premises on January 3, 1991.

Questions were raised as to the loans involved in financing the purchase. Rubén explained that most of the money came from contributions, the PILC campaign, etc. But there are two loans outstanding, one from the Ford Foundation and one from the New York State Job Development Agency. Payments were structured so that they would be the same as what the rent has been.

The report of the President and General Counsel was interrupted at this time to present to the Board, for approval, a resolution regarding a job discrimination policy.

The proposed resolution was amended, in the 3rd line, by substituting the words "regard to" with the words "discrimination because of", and in the next to the last line of the resolution, the phrase "and record of arrest with conviction" has been deleted, and the word "and" before the phrase "political affiliation" was added, making that the last line of the resolution.

The resolution will now read:

"RESOLVED, that it is the policy of the Puerto Rican Legal Defense and Education Fund, Inc., to provide equal employment and services to all eligible persons without discrimination because of race, religion, color, national origin, citizenship, age, sex, marital status, sexual orientation, parental status, non-job related disabilities, height and weight, membership in any organization and political affiliation."

A motion was made, duly seconded, and the resolution was approved.

Rubén continued with his report to inform that because of the rapid

growth in staff, there is a need for additional office space. So, the Fund has had to take back two offices which The Council of New York Law Associates has been occupying. The only other alternative would have been to incur high costs to create additional space.

B. LITIGATION UPDATE

Rubén reported that for the possession of the weapon for which he was convicted, Professor Rivera Garcia was sentenced to pay a fine.

Rubén discussed a number of cases in the employment area which have been settled that have led to additional jobs, and also in the housing area that have resulted in additional housing units.

In February, Ken Kimerling will be arguing Hernández v. New York before the U.S. Supreme Court. This case involves the disqualification, by a prosecutor, of all Latino prospective jurors from a criminal case where there would be testimony in Spanish, solely because of their knowledge of the Spanish language.

IV. NEW BUSINESS

The Board went into executive session.