

1986

PUERTO RICAN LEGAL DEFENSE AND EDUCATION FUND, INC.  
BOARD OF DIRECTORS' MEETING  
SEPTEMBER 11, 1986

M I N U T E S

A meeting of the Board of Directors of the Puerto Rican Legal Defense and Education Fund was held on Thursday, September 11, 1986 at the Fund's offices:

PRESENT: Board  
Luis Alvarez  
Mari Carmen Aponte  
Ernest J. Collazo  
Ricardo Fernandez  
Father Joseph Fitzpatrick  
Angelo Giordanni  
Howard Glickstein  
Alba J. Rovira-Paoli  
Isaura Santiago-Santiago  
Sonia Sotomayor  
Martin Zuckerman

PRESENT: Staff  
Linda Flores  
Abigail Rodriguez  
Jose L Morin  
Richard Rivera  
Elizabeth Yeampierre

Item 1. Approval of Minutes of June 6, 1986 Board of Directors' Meeting.

It was M/S/C to approve the minutes of the June 6, 1986 Board of Directors' meeting as submitted.

Item 2. Chairman's Report

Chairman Alvarez reported on the work of the Executive Committee. The Chair advised that the Committee reviewed the budget being recommended by the Finance Committee in detail and was recommending it to the full Board for adoption.

The Chairman also reported that the Executive Committee approved the candidates recommended by the Nominations Committee, namely, Miguel Garcia of American Can and Martin Martinez of Merck and Company, for membership to the Board. It was M/S/C to invite these candidates to join the Board. The Chair also advised that the Nominations Committee set as a priority the identification of individuals who could assist in fundraising for The Fund.

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The Chairman also reported that the Executive Committee, in executive session, discussed salary increases for the President and recommended the development of objective criteria with which to evaluate the performance of the President.

The Chair concluded by encouraging the full Board's participation through its committees and also noted that a review of Board members' attendance was being conducted and that several resignations had been received.

Item 3. President's Report

The President reviewed her written report including administration/management, fundraising and program. On the latter, the President introduced three staff members, Jose L. Morin and Richard Rivera, Staff Attorneys, and Elizabeth Yeampierre, Director of Education, to make the programmatic presentation. Board and Staff discussed the cases and activities in detail.

Item 4. Finance Committee Report

Treasurer Martin Zuckerman reviewed the budget report of the Finance Committee including projected expenditures and income. After some discussion it was M/S/C to approve the budget as recommended.

The Treasurer next reported that both the Finance and Executive Committees were recommending a change in auditors for FY 85-86, given the difficulties we encountered this past year and the escalating costs. The Treasurer also advised that the Finance Committee after interviewing Mitchell and Titus were recommending that Mitchell and Titus be retained for this year. It was M/S/C to adopt the recommendation.

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Item 5. Board and Staff Retreat Committee Report

Chairman Fernandez reported on the progress on the Retreat and reviewed at length the agenda for the program and invited Board members' comments. Chairman Fernandez also advised the Board that the staff had written a letter recommending that the Board not proceed with the Retreat which they viewed unnecessary and costly. The Chair advised that he had responded and a decision had been made to proceed with the proposed Retreat.

Item 6. Annual Dinner Committee Report

Chairman Angelo Giordanni reported on the progress of the Fund's Annual Dinner scheduled for November 21st, including a review of the honorees as well as the dinner chair. He also encouraged Board members to support the event actively.

Item 7. Executive Session

The Board then went into executive session to discuss the proposed salary increases for staff.

The meeting adjourned at approximately 7:00 p.m.

PUERTO RICAN LEGAL DEFENSE AND EDUCATION FUND, INC.  
BOARD OF DIRECTORS' MEETING  
JUNE 6, 1986

M I N U T E S

A meeting of the Board of Directors of the Puerto Rican Legal Defense and Education Fund was held on Friday, June 6, 1986 at the Fund's offices:

PRESENT: Board

Luis Alvarez	Howard Glickstein
Mari Carmen Aponte	Lydia Hernandez-Velez
Haywood Burns	Alba Rovira-Paoli
Ernest Collazo	Isaura Santiago Santiago
Ricardo Fernandez	Alfred Slocum
Father Joseph Fitzpatrick	Salvador Tio
Ruben Franco	Martin Zuckerman
Angelo Giordanni	

PRESENT: Staff

Linda Flores  
Abigail Rodriguez

Others

Seana Anderson

Item 1. Approval of Minutes of January 17, 1986 Board of Directors Meeting

It was M/S/C to approve the Minutes of the January 17, 1986 meeting as submitted.

Item 2. Chairman's Report

The Chairman briefly reported on his activities over the last several months, particularly Board operations and committee responsibilities and assignments.

a) Proposed Bylaw Amendment

Chairman Alvarez proposed a reduction in the number of meetings of the Board from the current four to three, with Board committees assuming major responsibility for making specific recommendations to the Board for final action.

It was M/S/C to amend the bylaws to require three rather than four meetings per year. Two members abstained.

b) Board Attendance

Chairman Alvarez expressed his concerns over Board attendance and his intention to review Board attendance and report to the Executive Committee which would in turn make recommendations to the full Board.

Item 3. Committee Reports

The various committees, Board and Staff Retreat, Litigation, Education and Annual Dinner, presented their reports and submitted for Board approval their recommended mission statements for their respective committees.

Each of the committee mission statements presented to the Board was adopted by motions made, duly seconded and un-animously adopted, with the understanding that the statements would not be incorporated in the bylaws.

With regard to the Annual Dinner, it was M/S/C to delegate to the Committee Chairman broad authority to develop a package of recommendations to be submitted to the Executive Committee. Three members abstained.

Item 4. Finance and Development

Treasurer Martin Zuckerman presented to the Board a preliminary report of expenditures covering FY 85-86. Mr. Zuckerman also advised that the FY 86-87 budget, including projected expenses and income, would be presented to the Board at its September meeting once the Finance and Executive Committees had the opportunity to review the budget. Finally, Mr. Zuckerman noted that the broad mission of the Finance and Development Committee was still being worked on and would be presented once it was adopted by the Committee.

Item 5. President's Report

Because of time constraints, the President's Report was deferred to the next meeting.

Item 6. Executive Session

At approximately 6:30 p.m., the Board of Directors met in Executive Session.

The meeting was adjourned at 7:00 p.m.

Respectfully submitted by:

Ricardo Fernandez  
Secretary

UNAPPROVED DRAFT

PUERTO RICAN LEGAL DEFENSE AND EDUCATION FUND, INC.  
EXECUTIVE COMMITTEE MEETING  
MARCH 13, 1986

M I N U T E S

Present:	<u>Executive Committee</u>	<u>Staff</u>
	Luis Alvarez	Linda Flores
	Alba Rovira-Paoli	Abigail Rodriguez
	Martin Zuckerman	
	Father Joseph Fitzpatrick	
	Mari Carmen Aponte	

Item I. Minutes of the January 17, 1986

It was moved/seconded and carried to recommend the minutes, with corrections, for adoption by the Board.

Item II. Chairman's Report

A. Committee Structure and Chairmanships

The Chairman reviewed the Board committees and their designated chairs, and advised that each committee had been given responsibility for recommending members for his/her committee, developing a mission statement and establishing a schedule of meeting dates in 1986 for circulation to the full Board.

B. Proposed By-Law Amendment Regarding Number of of Board Meetings

The Chairman discussed the proposed reduction in Board meetings per year. The Executive Committee, by unanimous consent, recommended the proposed change.

C. Staff Meeting

The Chairman reported that his meeting with the staff proved very positive, with the staff expressing its commitment to the Fund and in working more closely with the Board in charting a course for the future.

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Item III. Committee Reports

A. Board and Staff Retreat

The President reported on the preliminary recommendations for the Board and Staff retreat. Members proposed that the format of the retreat be limited to 1½ days and that professional services be secured for assistance in the planning of the retreat. Regarding the retention of a facilitator at the retreat itself, it was suggested that Board members be canvassed on this matter. It was also decided unanimously to schedule the retreat in September 1986 to permit sound preparation of materials and to involve the staff in the planning process.

B. Litigation

The President advised that the Litigation Committee had already met to develop its mission statement and that the Committee would be developing policies and priorities for consideration and discussion at the retreat.

C. Finance

Treasurer Zuckerman reported that the financial position was in line with projections and advised that the audit had been fully completed.

Item IV. Presidents' Report

A. Program

The President presented some highlights within the litigation division and advised that the mentor reception at Brooklyn Law School had been successful.

B. Personnel

It was reported that the offer of the directorship of the Education Division had, for financial reasons, been rejected. Members made suggestions and offered their assistance for securing applicants for the position.

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C. Fundraising

The President shared a five-year summary profile of the organization's past funding sources and advised that the process of identifying potential new funding sources was advancing.

The meeting adjourned at 6:00 p.m.

Submitted by

Linda Flores  
President