

Amigos Center Advisory Board Minutes
St. Michael's Lutheran Church & School
April 27, 2005 - 4:00 PM

Present: Bob Selle, Julio Estremera, Charles, Mueller, Audrey Mueller, Eulalia "Lala" Troncoso

Present by telephone: Denny Brown

Special invited guest: Magali Estremera

Excused absence: Marve Ann Alaimo, Jon Zehnder, Leonardo García

Honorable withdrawal from Board: Judith Meconitas (moving to Spain next month)

- Opening prayer/oración de abertura - Led by Rev. Mueller
- Our Misión Statement / El propósito del Amigos Center
 - **Amigos Center's mission statement is to provide the Hispanic immigrant community and migrant workers of Southwest Florida with the tools necessary to succeed in the USA.**
- Minutes from last meeting / Acta de la última reunión - approved
- 2004 Financial Report – Selle presented first quarter 2005 Profit & Loss statement. Lala pointed out an apparent mistake, Humanitarian Income shows negative \$65. Selle will investigate.
- Statistical report – Selle presented first quarter 2005 statistics, shows we are on target overall with our projections. Immigration clients exceeded expectations by 26% with total of 311 unduplicated clients. New immigration specialist trainee attended to 35 of them. Client income exceeds budgeted amount by 47%.
- Donation for playground equipment to Charlotte County Parks and Recreation using Hurricane Funds. / Donación para equipar jardín infantil

Election of Board of Directors

- Informe del Director Ejecutivo
 - New Office opened / Nueva oficina Golden Gate – office saw first clients last Monday, April 25. First immigration clients were from Czechoslovakia. Golden Gate office is only open on Mondays for now. After additional training of immigration specialist we will open also on Thursdays
 - New Personnel / Nuevo persona
 - María Ochoa: part-time receptionist in Bonita Springs office (Monday and Thursday), she will take Marisol's place while Marisol is in Golden Gate office on Monday and Thursday.
- Resolutions / Resoluciones
 - Resolution to amend policy and procedures manual concerning management of funds / Resolución para cambiar el manual de política y procedimientos respecto al manejo de fondos – Approved unanimously
 - Create a "Board Directed Reserve" of \$75,000 to isolate a cash reserve that cannot be spent unless the Board of Directors and Advisory Board approves. / Crear una "Reserva Administrada por la Junta" de \$75,000 para que esos fondos no se pueden gastar sin la aprobación de la Junta Directiva y la Junta Asesora. – \$75,000 represents 4 months salary for all staff of Amigos Center and Amigos en Cristo. Julio believes

we should have a more aggressive goal of one year salary in reserve instead of only 4 months. Resolution is approved to hold \$75,000 in Board Directed Reserve with a goal of reaching one year salary in reserve.

- Code of ethics / Normas de comportamiento – “Conflict of Interest” policy is that a board member is expected to disclose any conflict with pending item and abstain from that particular vote. – Board expressed that we believe in “open disclosure”. However, we will table this resolution and Julio will investigate and consult with Denny Brown in order to bring a clearer statement to our next Board meeting.
- Election of Advisory Board members
 - Veronica Culbertson, Born in Washington D.C., raised in El Salvador, fluent in Spanish and English, works for Alliance Financial Group, Fort Myers, is current president of SW FL Hispanic Chamber of Commerce, Member of Lee County Hispanic Affairs Advisory Board, member of 2005 Amigos Center Banquet planning committee. - Approved unanimously
 - Election of officers – Slate is approved as proposed with caveat that Selle will consult with Marve Ann to see if she is willing and able to serve as Vice-President. New board is Leonardo Garcia (president), Marve Ann Alaimo (vice-president), Julio Estremera (Secretary), Denny Brown (Financial Director), Robert Selle, Jon Zehnder, Charles Mueller, Audrey Mueller, Eulalia Troncoso, Veronica Culbertson.

Grants 2005 Amigos Center (01/25/05)	Approved	Rejected	Pending	To Be Sent
Bonita Springs Community Foundation				\$3,000.00
City of Bonita Springs			\$20,000.00	
Community Foundation of Collier County	\$25,000.00			
Community Found. of Collier Techno	\$2,000.00			
Covenant Presbyterian Church	\$1,800.00			
Community Foundation WTR Fund	\$10,000.00			
FEMA	\$3,039.00			
Gannett Foundation				\$5,000
LCMS: FL-GA District	\$5,000.00			
Lee County Human Services				N/A
Levinson Foundation			\$15,000.00	
Lutheran Immigration & Refugee Services				\$5,000.00
McNew Foundation			\$5,000.00	
Price Foundation		\$5,000.00		
Thrivent Financial	\$15,000.00			
SW FL Community Found. (Founders)				\$5,000.00
SW FL Community Found (Winter Cycle)	\$15,000.00			
SW FL Com Fd (W C) Newcomer's Guide	\$5,000.00			
World Relief: LCMS				\$10,000.00
United Christian Giving 2005		\$5,000.00		
United Way of Lee County 2005	\$15,000.00			
Wheat Ridge - Major Grant				\$10,000.00
Total	\$96,839.00	\$10,000.00	\$40,000.00	\$33,000.00

Selle reports that City of Bonita Springs grant committee has recommended \$7,500 for the Amigos Center. The city council will act on recommendation next week.

Charlie Mueller reports that our request to Wheat Ridge Ministries for financial help (\$2,000) to pay for a staff retreat next September has been very well received and should be a shoe in.

Julio suggests we publish a calendar of events so whole Board can do better job of promoting our efforts. Selle will develop one and post it on our website.

Selle announced that Cantina Laredo will host a fund raiser for Amigos Center on May 5 (cinco de mayo).

Events and Programs/ Eventos y programas

- Banquete 2005 (Net profit \$15,400, 208 guests)
- 2005 Newcomer's Guide / Guía para el recién llegado, Emely Pagan Editor – work has begun on 2005 edition, SW FL Community Foundation gave us a \$5,000 grant to help pay for publishing costs. Selle just purchased CorelDraw 12 software for this project.
- Sponsorship Committee: Comité de patrocinadores (Leonardo Garcia, Denny Brown, Bob DeFrota [former president of Hispanic Chamber of Commerce], Veronica Culbertson [current president of Hispanic Chamber of Commerce) – Sponsorship Committee Hill work year around to obtain corporate sponsors.

Next Meeting / Próxima reunión: Monday, July 25 / Lunes, 25 de julio, 2005 4:00 PM