

Amigos Center Advisory Board Minutes
Joy Room, St. Michael's Lutheran School and Church
January 26, 2005 - 4:00 PM

Present / Presente: Bob Selle, Jon Zehnder, Judith Meconitas, Leonardo García, Denny Brown, Charles and Audrey Mueller

Present by Telephone Conference Call: Marve Ann Alaimo, Julio Estremera,

Excused Absense: Eulalia "Lala" Troncoso

- Opening prayer/oración de abertura
 - Led by Pastor Zehnder
- Welcome to Mario Juárez (CPA) our financial advisor to Amigos Center / Bienvenido a Mario Juarez como asesor financiero a Amigos Center.
 - Mario prepares our 990 tax forms and performs our annual independent audit.
- 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
 - Minutes were provided to board members prior to meeting. Zehnder moves for approval, seconded and approved.
- 2004 Financial Report and statistics / Informe financiera y estadísticas: Denny Brown
 - Report attached. Denny reports excellent 2004 results. Surplus of \$40,185. "Super immigration contributions and the positive effects of the March fundraising dinner and Golf Tourney more than offset the lower grants than planned. Note that we still have over \$11,000 in Hurricane relief funds exceeding donations made."

- Informe del Director Ejecutivo
New Personnel / Nuevo personal

Interim Language Director/ Director interino de idiomas: Kathy Donlan

Judith Meconitas is unable to continue as our Interm Language Director, however, she will continue to teach Spanish classes. Kathy Donlan has volunteered to serve as Director. We are working together with Bonita Literacy Council. They are training our ESOL teachers to use their Laubach curriculum. In an effort to work cooperatively with Bonita Literacy Council we have temporarily waved enrollment fees in Bonita Springs ESOL because the Bonita Literacy Council does not collect enrollment fees. Denny suggests we permanently suspend the fees. No action taken on his proposal.

Immigration Specialist / Especialista de inmigración

Selle hired Eulalia "Lala" Troncoso as our second Immigration Specialist.

Lala has served as a volunteer with Amigos Center for over one year and demonstrated superior bilingual skills over other interviewed candidate. She has already started her training with Christina. Lala will participate in a two day training clinic in Harlingen Texas next month put on by Catholic Charities. She will work 9 hours on Mondays in Bonita Springs office and 8 hour days on Thursday and Friday in new Golden Gate office.

Marisol full-time / a tiempo completo

As of January 31, 2005 Marisol will be full-time with health, retirement and disability benefits provided. She will work four days in Bonita Springs and Fridays in our new Golden Gate office.

Community Outreach Liaison

Selle explained how call process is now underway to bring Sarah Paganas, a Director of Christian Education (DCE) to work with Amigos ministry. Sarah will graduate in May from Concordia University River Forrest, IL and will begin June 16. She will undergo seven weeks of language and culture training in Santiago, Dominican Republic. Leonardo will help make arrangements through his language institute in Santiago for full-time study of Spanish language. Upon her return to USA Sarah will spend half her time working with Pastor Selle on his Lutheran Church planting work in Southwest Florida. Sarah will spend the remainder of her time as the Amigos Center "Community Outreach Liaison". She will develop our base of prayer, volunteer and financial supporters by organizing servant events and other activities with our supporting churches and other community organizations. She will also help with our Language program.

- Resolutions / Resoluciones
 - Resolution to authorize participation and payment of contributions to Concordia Health / Plan Resolución para autorizar la participación y pago de contribuciones al Plan Concordia de Salud
 - Moved by Jon Zehnder, seconded, discussed. This resolution is necessary to enroll our caseworker, Marisol, as a member of Concordia Health Plan. Selle made clarification that this benefit plan also includes retirement benefits. Resolution approved.
 - 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
 - Moved and esconded. See attached proposed policy and procedures changes. Additional comment> Our outside Financial Advisor and CPA will review our cash management on quarterly or semester basis. Since telephone conference members of board do not have a written copy of changes, all agreed to approve changes subject to review. Denny will email changes to Marve Ann and Julio.
 - Resolution to amend policy and procedures manual concerning term of service of Advisory Board members / Resolución para cambiar el manual de política y procedimientos respecto al tiempo de servicio de los miembros de la junta asesra.
 - See attachment. Jon Zehnder moves approval. Audrey Mueller seconds. Approved.
 - Donation for playground equipment to Charlotte County Parks and Recreation using Hurricane Funds. / Donación para equipar jardín infantil para el Departamento de Parques y Recreo del Condado de Charlotte usando fondos de huracán.
 - Moved to give \$7,000, seconded. Money will be used to help build a playground for families still living in tents provided by Bread of Life Mission after hurricane Charley. Laura Kleis Hoeft, Charlotte's Director of parks, recreation and cultural resources estimates a total of \$16,500 will be needed. Approved.

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			\$2,400.00	
Community Foundation WTR Fund			\$10,000.00	
FEMA			\$5,000.00	
Gannett Foundation				\$5,000.00
LCMS: FL-GA District	\$5,000.00			
Lee County Human Services				\$25,000.00
Lutheran Immigration & Refugee Services				\$5,000.00
McNew Foundation				\$3,000.00
Thrivent Financial	\$15,000.00			
SW FL Community Found. (Founders)				\$5,000.00
SW FL Community Found (Winter Cycle)	\$15,000.00			
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	\$50,000.00	\$5,000.00	\$64,400.00	\$66,000.00

Events and Programs/ Eventos y programas

- Banquete 2005
 - Banquet committee under chairmanship of Eulalia Troncoso is already meeting. Vivian Vedel of Fox4 News and David Plazas, Editor of Gazeta Tropical, will serve as co-Masters of Ceremony. Fox4 News will film a segment on one of the success stories of Amigos Center. Leonardo reports that immigration lawyer, Frederick de Pascal, will provide \$500 sponsorship. Charlie Mueller will speak with Tripar and Garrison Jeweler's about sponsorship. Selle will send all board members a copy of the sponsorship packet.

Two items on agenda left undiscussed.

- 2005 Newcomer's Guide / Guía para el recién llegado
- USCIS Newcomer's Guide

Next Meeting / Próxima reunión: Wednesday, April 27 / Miércoles, 27 de Abril, 2005