

# THE LATIN AMERICAN AND CARIBBEAN HERITAGE ROOM

Meeting Minutes – 23 March 2003  
Cathedral of Learning Room 1228, 5:30pm

## **ATTENDEES:**

Brent Rondón, Lyn Huffman, Michael Huffman, Sandria Caines, Myrven Caines, Cathy Bazán-Arias.

## **MISSION:**

The mission of Latin American and Caribbean Heritage Room committee is to establish a Heritage Room that is representative of the cultural heritage of the Latin American and Caribbean region predating 1787.

## **OVERALL OBJECTIVE**

To inaugurate the Latin American and Caribbean Heritage Room on or before 2010.

## ***Discussion of Action Items:***

- List of possible contacts regarding Room designs – Bill DeWalt still to be contacted, four contacts to date.
- Update of database continues (Milagros presented an update via e-mail).
- Michael has final draft of request-for-contributions letter.
- PSLC update from Cathy: PSLC likely will not be able to contribute funds but is a great opportunity for contacts statewide for Room project.
- Cinco de Mayo fundraiser setup almost finalized – Brent is to meet with the owners this coming week.
  - Raffle to be organized – dinner at Cozumel
  - Door prizes are a possibility
  - Advertising: Pitt News, University Times, Pulp Magazine, Pittsburgh Post-Gazette (Monica Haynes)
  - Cathy will have tickets printed – Lyn has draft of tickets
- Other ideas for fundraising events:
  - Cielito Lindo – new downtown restaurant (633 Smithfield)
  - Look into a picnic event at Schenley or Fox Chapel Park
  - Cause-related marketing – tax deductible fundraising: possibility with local dance clubs? Cathy to contact DJ Carlton to investigate
  - Sep. 15<sup>th</sup> – Oct. 15<sup>th</sup>: Hispanic Heritage month: good time to promote Room!
- Setup general, community meeting for Sunday, May 4<sup>th</sup> to obtain nominations for permanent officers (vs. ad-hoc).

***Action Items as of the end of the meeting:***

- Michael will obtain flags from Latin American and Caribbean countries to add to request-for-contributions letter layout.
- Brent will follow-up with Cozumel regarding finalizing Cinco de Mayo fundraiser.
- Lyn will finish flyer for Cinco de Mayo.
- Cathy is to establish where the May 4<sup>th</sup> community meeting can be held.
- Cathy is to contact DJ Carlton to follow-up on possibly having him DJ May 5<sup>th</sup> and/or for other events.
- Cathy is to contact Bill DeWalt regarding Room design contacts.
- Keep track of grant submitted by State Representative Maher (Connie/Cynthia will follow-up).
- Continue to add to possible contacts for Room designs.
- Update needed from design committee research on Room design.

***Other business:***

- On March 18 Eugenio Matta e-mailed stating that, due to other responsibilities, he resigns as ad-hoc Promotion Committee Chair.

Meeting adjourned at 7:04pm.