

THE LATIN AMERICAN AND CARIBBEAN HERITAGE ROOM

Meeting Minutes – 04 September 2003
Cathedral of Learning Room 1228, 5:30pm

ATTENDEES:

Amanda Rider (Pitt Spanish Club President), Brent Rondón, Sandria Caines, Myrven Caines, Elizabeth Bender, Luis Bravo, Luz Amanda Villada, Steve Salas, Deena Alansky, María Antonieta Farnen, Salomé Gutierrez, 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:

- On behalf of the Pitt Spanish Club, Amanda Rider offered the Club as a resource to aid in promotion and fundraising for the Room. She took some of our flyers and the Club will post them throughout campus.
- Cinco de Mayo fundraiser (organized by Brent) report: a great success! USD\$1,090 were raised.
- Officers responsibilities were drafted and will be finalized at the next meeting. The contact list was reviewed and Cathy will send it to the board electronically by next week.
- The need for by-laws was discussed. It was voted that by-laws were not need for the Room at this time.
- It was decided that the first mailing mass mailing will be sent first class so that returned letters' addresses can be updated or removed (as appropriate) from our database.
- Brent and Cathy will work on the draft letter to be sent before the next meeting.
- Luz Amanda, Steve, Luis and Cathy will staff a table at Pitt's International Week on Saturday, 04 Oct 2003. Luz Amanda will provide details for set up and times.
- Salomé will look into having a fundraising event at Rosebud's some time around the holiday season.

- Steve, Luis, Deena and Cathy will further discuss whether the Room's web site should become private (i.e. no longer part of the UCIS server). They will report to the board electronically on the decision taken by next week.
- Cathy will report back on potential second conceptual design submission by Natalia Robert.

Action Items as of the end of the meeting:

- Cathy will send contact list and minutes of meeting to the board.
- María Antonieta will start sending out minutes as of October meeting.
- Steve, Deena, Luis and Cathy will further discuss the web site next week. Will report to board electronically.
- Cathy and Brent will draft a letter to mail before the next meeting (tentatively scheduled for Thursday, 16 Oct 2003).
- Salomé will look into a fundraiser at Rosebud's for the holidays.
- Cathy will report on Natalia Robert's conceptual design.

Meeting adjourned at 6:47 pm.