

THE LATIN AMERICAN AND CARIBBEAN HERITAGE ROOM

Meeting Minutes – 16 October 2003
Forbes Quadrangle 4E51 POSVAR HALL, 5:30pm

ATTENDEES:

Deena Alansky, Elizabeth Bender, Luis Bravo, Luz Amanda Villada, Diego Chaves-Gnecco, Steve Salas

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:

Deena (Web Design Committee Chair):

- Some of the board members who have an e-mail address through the website (or more specifically through Ipower) did not yet respond to the confirmation e-mail that the account was set up properly. Deena said that she used the e-mail address on the board directory. If you did not get this e-mail, or would like it re-sent, please contact Deena. ***Note: the sender's address would be www@host79.ipowerweb.com.***
- Deena would like the committee chairs and the officers to submit a short paragraph and to have a photo on the website.
- Deena did some research into selling tee shirts and found that for a minimum of 72 shirts, we could have the color logo printed on them for \$5.50 each. She also brought up the idea of getting companies to sponsor the tee shirts, which the group assembled thought was a good idea.
- Deena will add forms for copyright permissions and model permissions for photos submitted to the website.

Steve (Vice Chair):

- Passed out draft official proclamation from Dan Onorato's office calling upon residents and companies in Allegheny County to support building

of the Room. Final copy should be received by mail within the next two weeks.

- Steve has contact info for two other people in the works. He also met with officials from the Koppers Corporation about a donation. A decision will be made at their next board meeting in November.

Luz (Design Committee Chair):

- Passed out copies of an article in the Tribune Review where Cathy talks about the room. If you are interested in seeing it, it was in the Sunday, October 5 edition in the “City and Region” section. Articles are archived on their website and can be read there.
- Announced that there was a second preliminary drawing by M. Natalia Robert. See the drawings on the website www.heritageroom.org

Diego:

- Stressed the importance of making the room more accessible to the Latin American community in the area. That means advertising other than e-mail because many don't have e-mail access, also making the room more beneficial for the community and using it as a meeting and social place for people of the community.

Report from Salomé (Fundraising Committee Chair):

- Salomé was unable to attend the meeting, however, she has spoken to the owner of Rosebud's and we have a tentative date of Wednesday December 10th for a fundraiser. Salomé will provide further details as the planning continues.

Action Items as of the end of the meeting:

- Steve and Cathy will draft the letter to send to contacts made (Koppers, Dan Onorato's office, etc.).
- Salomé will provide further details on the December fundraiser as they develop.
- Officers responsibilities are still in draft format. Cathy will continue to work on them.
- Brent and Cathy will keep working on the letter to potential contributors.

Meeting adjourned at 6:47 pm.