

Latino Alumni of Northwestern University

1st Annual Meeting Minutes

Date & Time: Thursday, September 25, 2003 -- 6:00 p.m. to 6:30 p.m.

Location: Café Iberico – 739 N. LaSalle St.

Attendees: David Flores, Carlos Terrazas, Ana Martin, José Guajardo, David Alonzo, Gisela de Lama, Carly Salazar and Jeff Velis.

- The First Annual Meeting of LANU was called to order by President Dave Flores. Dave recapped the activities of the previous year as summarized in the following memo which was distributed to members in attendance.

Memo

To: LANU Members

From: David Flores, President

Re: Summary of LANU Activities for 2003

Date: September 25, 2003

The Latino Alumni of Northwestern University (LANU) received official recognition from the Northwestern Alumni Association (NAA) in the spring of 2002. We initiated our first membership drive in the fall of 2002 for an extended inaugural membership period covering 2003 and 2004. What follows is a report on LANU's first year of existence as an official national club.

Membership

At this time there are 49 members of LANU out of a potential of approximately 1,500 alums who have self-identified as Latino. LANU members reside in the following states:

<i>State</i>	<i># Members</i>	<i>State</i>	<i># Members</i>
<i>Illinois</i>	<i>29</i>	<i>Arizona</i>	<i>1</i>
<i>California</i>	<i>3</i>	<i>Georgia</i>	<i>1</i>
<i>Florida</i>	<i>3</i>	<i>Minnesota</i>	<i>1</i>
<i>New Jersey</i>	<i>3</i>	<i>Oregon</i>	<i>1</i>
<i>New York</i>	<i>2</i>	<i>Pennsylvania</i>	<i>1</i>
<i>Texas</i>	<i>2</i>	<i>Virginia</i>	<i>1</i>

Programming

LANU held one very successful event on March 1, 2003, a cooking class with renowned chef Geno Bahena. About 30 individuals participated in the class and gave it excellent reviews. A post-event survey indicated a fondness for social activities involving Latin food by those who attended.

Both the Comedy Beat Down and academic speaker/reception were cancelled due to low pre-event registration numbers.

The club is in the process of finalizing a survey for all Latino alums that will help identify programming activities that are of interest. This should be on target to be administered by the end of 2003.

Communications

LANU has an extensive page under the clubs section of the NU alumni website. Our page allows individuals to learn more about LANU, its history and mission, join the club, and register for events. Links to other websites both within and outside of Northwestern of interest to Latino alumni are also provided. Future plans include maintaining a copy of LANU's bylaws and board meeting minutes on the page.

University Relations

We had a tremendous amount of activity in 2003 with other areas of the University. LANU continued its annual tradition of hosting a party for graduating seniors for the fourth year in a row. Juniors were also invited to this year's reception to spur attendance and initiate the process of getting undergraduates better acquainted with LANU. Approximately 20 students attended this year's reception.

This year LANU recognized a graduating senior for her outstanding contribution to the Northwestern Community. Rachel Lopez, WCAS '03, received this inaugural recognition, which included a \$500 US Savings Bond.

Another inaugural event took place on August 24, 2003 for incoming freshmen and their parents. Over 50 incoming Latino freshmen and their parents attended an afternoon picnic at the John Evans Alumni Center. Attendees came from the Chicago area. Prior to the official start of their Northwestern experience, students were able to get better acquainted with one another, some upperclassmen and alumni. Parents enjoyed the opportunity to meet one another and began to cultivate an appreciation for Northwestern's alumni support and involvement. This all contributed to a very successful event.

LANU members also supported a number of other activities on campus including NU Preview, and other Hispanic/Latino Student Services activities.

Treasury

LANU currently has a balance of \$1,704 in its University account that is managed through Alumni Relations. Expenses from the new student party, graduating senior recognition, and annual meeting are not reflected in this balance. After accounting for these expenses the account balance will reflect approximately \$1,000.

Scholarship

The LANU board elected to start a scholarship endowment fund for the purpose awarding a scholarship to qualified undergraduates. \$56,350 has been raised, exceeding the original goal of \$25,000 and the revised goal of \$50,000. The University will provide a match of \$50,000 for a total endowment fund of \$106,350. This endowment will be sufficient to award two scholarships each year in perpetuity. Ninety alumni contributed to the scholarship fund. One final solicitation will be mailed this year, and an annual solicitation will begin in 2004 to keep the endowment growing.

Summary

We have had many successes in 2003 and many challenges. We have had exceptional success in our work with undergraduates. We have learned that there is a clear role that we as Latino alumni can play with the undergraduates and that there are even more opportunities for us to interact with students.

Our programming experience has been mixed. Our membership population is not only geographically diverse, but also represents a broad range of ages and interests. An issue we must address is the role programming plays for non-Chicago based members. Our membership survey is a key tactic toward creating a strategy that will ensure a more consistent level of success in event programming.

An additional challenge is, and will always be, recruitment of alumni to serve as members of the board of directors. We have begun to create a pipeline for future leaders through our interaction with undergraduates. Until this effort can pay off its dividend, we must create a parallel effort for cultivating alumni involvement in leadership positions.

We have learned much in 2003 and have many lessons to share. By focusing on our successes, we will learn how to continue the momentum in growing LANU.

- Dave motioned to accept the memo. The motion passed unanimously.
- Vice President Carlos Terrazas reviewed the proposed amendments to the bylaws as listed below.

Proposed Amendments to Bylaws – highlighted in yellow

Amendment 1.

Change membership categories as defined under Article III, Section 1 to read as follows:

Current Students

Current students are eligible for membership in LANU and will be exempt from paying membership dues.

Alumni

Any self-identified Latinos who have matriculated to any of the schools or colleges of Northwestern University are eligible for membership in LANU. Alumni pay the established membership dues. New graduates will be exempt from paying membership dues for one year from the date of the first dues solicitation after their graduation.

Associate

Associate Members may include faculty and staff of Northwestern University, as well as all friends and family of Alumni members or current students. The Membership Committee must approve all Associate Member applicants. Associate Members pay the established membership dues.

Honorary

Honorary Members are individuals invited to participate in LANU by the organization's Executive Board and will be exempt from paying membership dues.

Amendment 2.

Change membership year and Active Member Status as defined under Article III, Section 2 to read as follows:

Guidelines on membership include the following:

- *The term for all members will be one-year beginning each January 1st. Membership is renewable each year.*
- *The Executive Board will establish membership dues each year.*
- *The Executive Board will administer a membership solicitation each year.*
- **Active Member Status**
 - *Current Students will not be considered an active member.*
 - *An Alumni or Associate member shall be considered an active member if he or she has paid dues for the current membership period, except for a "New Graduate" member, who shall be considered an active member.*
 - *An Honorary member will not be considered an active member.*
 - *The Membership Chair and the Treasurer of LANU determine active member status.*

- All active members will have voting rights at the Annual Meeting.
- All active members will be eligible to serve on LANU's Executive Board.

Amendment 3.

Create a formal position on the LANU Executive Board that will be responsible for the LANU Scholarship Fund.

The addition of the position under Article IV, Section 1 should read as follows:

- *Scholarship Chair*
The Scholarship Chair shall be responsible for the LANU Scholarship Fund, including the timely processing of applications, oversight of finances and awarding of scholarship funds.

Amendment 4.

Change term lengths and guidelines on the Executive Board as defined under Article IV, Section 2 to read as follows:

Section 2.

Guidelines on the Executive Board include the following:

- A member must submit his or her intention to run for an Executive Board position in writing to the Secretary by August 15th.
- The Executive Board will be elected at LANU's Annual Meeting with the vote of the active members in attendance at the Annual Meeting and absentee votes submitted to the Secretary three days prior to the Annual Meeting.
- Should a member of the Executive Board resign, the President shall appoint a replacement, subject to the approval of the Executive Board.
- Should the President resign, the Vice President shall become President.
- The term of office for all Executive Board positions shall be two years, commencing each October 1st.
- The President, Vice President, Secretary, Treasurer and Scholarship Chair will be elected in odd years.
- The Membership Chair, Programming Chair, Communications Chair and University Liaison will be elected in even years.
- The Executive Board may vote to remove from office any board member for failure to fulfill his or her responsibilities or conduct which brings discredit to LANU.
- Each member of the board will, at his or her discretion, undertake the responsibilities of his or her office by forming and leading a committee comprised of members of LANU.

Amendment 5.

Change guidelines on the voting on amendments as defined under Article VI, Section 1 to read as follows:

Section 1.

- Only active LANU members may propose amendments to the bylaws of LANU.
- Proposed Amendments must be submitted in writing to the Secretary by August 15th.
- Amendments to the bylaws will be voted on during the Annual Meeting.
- Amendments will pass with a two-thirds vote of the combined active members in attendance at the Annual Meeting and absentee votes submitted to the Secretary three days prior to the Annual Meeting.

Amendment 6.

Add guidelines on communications regarding the Annual Meeting as defined under Article V, Section 1 to read as follows:

- *Notice of the annual meeting will be provided to active members by August 1st.*
- Carlos motioned to vote on all amendments at once. Motion passed. List of amendments passed unanimously.
- Dave announced the list of candidates running for LANU executive board.
 - President – Dave Flores WCAS '86
 - Vice President – Carlos Terrazas WCAS '98
 - Secretary – TBD
 - Treasurer – TBD
 - Scholarship Liaison – Carlos Arrom WCAS '86, KSM '89
- All candidates were approved unanimously.
- The meeting was adjourned by President Dave Flores.

Next meeting: Monday, October 13, 2003 at 7:00 p.m. at the John Evans Alumni Center.

LANU Executive Board

President David Flores david.flores@rcn.com david.flores@trustmarkins.com	University Liaison David Alonzo DALONZO@Allstate.COM
Vice President Carlos Terrazas carlos_terrzas@hotmail.com carlso.terrzas@trustmarkins.com	Communications Chair Ana Martin anamartin76@aol.com anamartin1@yahoo.com
Secretary TBD	Programming Chair Gisela de Lama Gisdel@aol.com
Treasurer TBD	Membership Chair José Guajardo josemg@mindspring.com
Scholarship Chair Carlos Arrom	NAA Moderator Jeff Velis jcvelis@northwestern.edu