

## HISPANIC ROUNDTABLE BOARD MEETING

4:30 - 6:00 pm

Mercato's Ristorante - Olympia, WA

**If you have any updates/corrections - please send them directly to [hispanicroundtable@gmail.com](mailto:hispanicroundtable@gmail.com) to be put in the minutes**

### Attendees:

Bill Fishburn (Acting President)  
Giovanna Graciani

Paul Gallegos  
Kathy Baros Freidt

Kacie McPartland (Acting Treasurer)  
Sherri Sullivan

5/8 board members present, quorum was established.

Agenda Item	Minutes
Old Business - Minutes	<ul style="list-style-type: none"><li>• Paul moved that we pass the November meetings as drafted and previously sent. Sherry seconded. One opposed and four approved.</li><li>• November meeting minutes passed as drafted.</li></ul>
Old Business - President Report	<ul style="list-style-type: none"><li>• HRT had not been filing with WA Sec of State since ~2011; acting president re-submitted and reinstated status in September timeframe. From then, we had 120 days to file with the Secretary of State an 'Annual Report' including a list of the Directors. The Annual Report was filed on-time, by the Treasurer, with appropriate fees of \$10 to the Washington Secretary of State</li><li>• For 501c3 status, a federal definition for non-profit entities, we are required to submit an annual report online or via a postcard. This status was uninterrupted, and filings have been done annually for several years.<ul style="list-style-type: none"><li>○ AR: Provide Treasurer with the login.</li></ul></li></ul>

	<ul style="list-style-type: none"> <li>● From CIELO's experience, HRT may need to get an Olympia City license to operate as a non-profit. <ul style="list-style-type: none"> <li>○ AR: Bill to investigate and report back.</li> </ul> </li> </ul>
Old Business - Secretary's Report	<ul style="list-style-type: none"> <li>● The Secretary was not present to report out; her absence was excused.</li> </ul>
Old Business - Treasurer's Report	<ul style="list-style-type: none"> <li>● (Attach Treasurer's Report) Figures notated with an asterisk are unknown sources/reasons. Bill needs to research the ACH Withdrawal for \$184.25.</li> <li>● Paul recommended changing the notation on the Evergreen Deposit and UW deposit to reflect them as payments specifically for 2014 Summit.</li> <li>● HRT is registered for the Amazon Smile program, an initiative that results in donations from Amazon to your charity of choice. A 0.5% donation of every sale is made by Amazon for every person who registers the HRT with Amazon Smile. Members are encouraged to designate the Hispanic Roundtable (EIN: 38-3728119) as their charity of choice through the Amazon Smile program. <ul style="list-style-type: none"> <li>○ AR: Giovanna include this information in the next newsletter/update for the general HRT distribution.</li> </ul> </li> </ul>
Old Business - CIELO Report	<ul style="list-style-type: none"> <li>● Programmatically: The registration and education programs are doing very well under the Director. There are two directors under the social service branches, Counseling and ?. Charo started with two students and now has over 70 registered in Spanish Literacy online, in partnership with the Mexican Consulate. GED program in Spanish and an ELL class. The ELL class is at capacity. A computer literacy class is available and over capacity, taught by Juan Carlos from SPSCC. Sewing classes are continuing with 8-10 students on new machines that are all the same models.</li> <li>● Financial news: The organization received \$15000 grant to support</li> </ul>

	<p>the Education Director. DSHS contract has been reduced by the legislature, and two of the programs they contract with CIELO have been impacted to between 40-60%. The organization is in search of money and funding to keep these programs running. Accounts are currently under review and this will hopefully help</p> <ul style="list-style-type: none"> <li>• Paul suggested pooling resources for a grant writer to be shared with CIELO, and to pay for a writer to help both organizations. Suggestion would be to pay them with grant proceeds contingent on grant being received. This discussion was tabled to be conducted as New Business at the next HRT meeting.</li> </ul>
New Business - By-Law Review	<ul style="list-style-type: none"> <li>• Bill reviewed the roles and responsibilities of Executive Board.</li> <li>• The group discussed the cycles of the Executive Board. The vice president's election was originally offset by one year and was intended to be held in odd years. With Selina's departure and Bill's subsequent filling of her role, the Treasurer position was left open. In turn, Kacie filled the Treasurer's role. This created an off-cycle election for the President and Treasure, but an on-cycle year for the Vice President position.</li> <li>• Paul made a motion to hold elections for Vice President and Secretary in odd years and President and Treasurer in even years. Kathy seconded the motion. Discussion was to join President and Secretary elections and Vice President and Treasurer roles. Paul amended the motion so that Vice President and Treasurer would be elected in odd years and President and Secretary would be in even years. Kathy seconded. No other discussion was held. No one opposed. No one abstained. The motion was approved unanimously by those present. <ul style="list-style-type: none"> <li>○ AR: Amend the By Laws to reflect the motion and decision.</li> </ul> </li> </ul>
New Business - Nominations	<ul style="list-style-type: none"> <li>• Bill nominated Olivia Salazar de Breaux to Vice President. She is willing. Kathy seconded. No one opposed the motion.</li> </ul>

	<ul style="list-style-type: none"> <li>• Paul nominated Bill Fishburn as President. Kathy seconded. Bill accepted the nomination. No one opposed the nomination.</li> <li>• Bill nominated Kacie as Treasurer. Sherry seconded. Kacie accepted with the condition that her professional position would be a priority in the fall. No one opposed the motion.</li> <li>• Paul nominated Mimi Alcantar to the Board of Directors as a member at large. Sherry seconded. No one opposed the motion.</li> <li>• Bill nominated Marce Logan Thornburgh. Giovanna seconded. No one opposed the motion.</li> <li>• Kathy proposed sending the above slate to the general membership. Agreed that we would send this slate to the membership for electronic voting to be completed by Jan 30.</li> </ul>
New Business - Elections	<ul style="list-style-type: none"> <li>• To be completed via email by 1/30</li> </ul>
Open discussion	<ul style="list-style-type: none"> <li>• Membership Dues - Paul made a motion to increase agency membership dues to \$300 annually, and then withdrew the motion for better development. This discussion will be tabled and brought up as new business at the next board meeting.</li> </ul>
Action Plan	<ul style="list-style-type: none"> <li>• Bill - <ul style="list-style-type: none"> <li>○ provide treasurer with log-in for annual report</li> <li>○ Investigate if HRT need Olympia City licence to operate as non-profit</li> </ul> </li> <li>• Giovanna - <ul style="list-style-type: none"> <li>○ Include information about Amazon Smile in next HRT update letter</li> <li>○ Amend By-Laws to reflect change in election cycles</li> </ul> </li> </ul>