

## **Colaborando Juntos Leadership Meeting**

**April 4, 2008  
Conference Call**

### **Minutes**

**Members Present:** Frank Cubiera, Tanya Gonzalez, Paz Ochs, Peter Von Der Lippe, My Lan Tran, Riguey King

**Absent:** McKenna Brown, Barbara Cornicello, Ileana Rivera, Cecily Rodriguez, Luisa Soaterna, Tim Loughran, Juan Santacoloma

#### ***Team Leader Updates***

**Education:** No information submitted.

**Legal/Workforce** – Team has met two times with a core group of five members. Team will be present at Youth Symposium on April 26 from 9:30 am to 1pm at J Sergeant Reynolds Community College Parham Road Campus. The purpose of the symposium is to reach youth with employability skills seminars and the opportunity to visit with resource providers.

My Lan is very excited about the Legal/Workforce Team Members as they are a dynamic group whose members are able to process and make decisions very quickly. The team is committed to Youth as their focus and its members have an insight into the importance of early intervention and the spectrum of education from pregnancy to age 6 as the important foundation for learning for all children.

**Her team has suggested that the CJ Leadership consider the term of team leaders to be 2 years instead of 1 year with the option of a second year. They feel at least two years is necessary to fully implement an idea or activity.**

**Family Support:** No information submitted.

**Business:** No information submitted.

#### **Update on Non-Profit Status- McKenna Brown Submission**

I met with Jamie Sasser of Bucci & Dix, LLC on March 25 and we reviewed the process up to now.

Our next steps will include completing Articles of Incorporation and the Federal Form 1023, which she recommends taking the leadership role in (we CJ folks would provide the information) and has secured the assistance of two other attorneys experienced in this area to provide further consulting. The goal is to have a timeline to present at the May event, and have bylaws developed and circulated in time to vote on at the December meeting.

We are now trying to set up the next meeting with Jamie and the two attorneys, Ben Lacy and Jack Catlett.

## **Spring Conference – Paz Ochs**

Paz has met with Dr. Hilton and Dr. Barbara Silva from VUU and the site is secured as a location for the spring conference. The conference will be held at the L. Douglas Wilder Library and Learning Resource Center with the lunch being served at the Henderson Center both on the VUU Campus. VUU will provide the catering for the conference and will be providing a quote to Paz based on 50, 75 and 100 attendees. There will be a shuttle available to transport attendees if needed.

Paz is working on an Art Show/Exhibit & Reception the evening of May 1 at L. Douglas Wilder Library to highlight the work of ESL students. The students, their families, VUU representatives and the community would be invited to the reception. **Currently, there is a need for easels to display the artwork and funding for the cost of the refreshments for the reception.**

The artwork will be on display the following day at the conference. There is also a permanent African Art exhibit at the Library that will be of interest to the reception and conference attendees.

The theme of the conference has been broadened to Education and Youth.

So far some ideas from the planning committee are: **dropout issues; barriers to higher learning due to documentation status; higher learning resources for parents; ESL; school interpreters; and special education issues.**

Everyone liked Tim's idea to have someone from the police department speak or a panel discussion too.

The agenda can be adjusted to include additional items if necessary, i.e., “How to deal with the media?” by tying in the topic to the conference theme.

Volunteer needs for the conference are:

1. Registration Table
2. Parking (directing attendees to parking and to Library)
3. Set-up on the evening of May 1
4. Set-up for the Art Show on May 1
5. Day of guiding attendees to/through break out sessions

If anyone is interested in volunteering please contact Paz Ochs at 646-6987 or at [paz.ochs@richmondgov.com](mailto:paz.ochs@richmondgov.com)

**If CJ Team Leaders are using power points during their presentations, please have these to Paz by Wednesday, April 30.**

Paz will be compiling for folders for the conference attendees. **If you would like to have materials included please have your materials to Paz by April 25.**

\*\*\*\*\*TENTATIVE AGENDA\*\*\*\*\*

8:00 AM      Registration / Coffee, refreshments

8:30 AM      Welcome and Introductions – Cecily Rodriguez

- 8:35 AM Welcome & VUU History – Dr. Hilton
- 8:50 AM **Raffle**
- 8:55 AM Team reports (5 min each)
- 9:15 AM Keynote Introduction & Keynote
- 10:00 AM Break (**Raffle?**)
- 10:15 AM Explanation of Break out session & Break outs
- 11:15 AM Reports on Break out sessions
- 11:30 AM VAHLEN & Latino Youth Summit
- 12:00 PM Lunch & Networking
- 1:15 PM **Raffle** & Panel discussion
- 2:00 PM Last **Raffle** & Thank you (to VUU, Speakers, panels, volunteers, etc.)

### **Treasury Report – Frank Cubiera**

Current CJ balance is \$1099.72. Please email all requests for funds to Frank. He is able to process these requests on-line and turn them around very quickly. Paz will be submitting the conference costs as soon as she has them from VUU.

### **Membership Report – Not submitted**

### **Other Items:**

Call adjourned at 4:05 pm.