



BOARD OF DIRECTORS

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*Executive Committee

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Octavio Marin
Signature Programs

Daniel Carrera
Membership Coordinator

Mateo Nagassi
Production Manager

Affiliate Member, NCLR

Board of Directors meeting took place on Sunday and Monday, July 28 and 29.

Present: Board: George Cisneros, Moctesuma Esparza, Greg Gomez, Cynthia López, Staff: Kathryn Galan, Claudia Casillas

Absent: Bonnie Abaunza, Vangie Griego (excused because of family emergency), Beni Matías (excused because of family emergency), Frances Negrón Muntaner, Chon Noriega (excused because of medical emergency), Sandra Perez, Ray Telles

Guests: María Escobedo (NY), David Ortiz (LA), Guests were invited to participate in all discussions except executive session and could not vote on motions.

Lopez convened the meeting as a group of the whole with the intention to have motions voted on with board members present over the phone to vote on particular issues.

Motions were voted on Monday, July 29. Present by phone were Sandra Perez and Chon Noriega. Beni Matías' and Frances Negrón Muntaner's voting proxies were held by Cynthia López.

López called the meeting to order and asked that all in attendance introduce themselves and give a summary of recent efforts on behalf of NALIP.

Financial update

FY 2001: Galan reported that NALIP is doing well on acquiring foundation funding. A \$25,000 grant from the Walter Kaitz Foundation has been received; Moctesuma announced that a \$60,000 grant from SAG Foundation was awarded. There are lots of applications pending and others due soon. No applications in to LPB and CBP as government agencies, yet; answers on 2 major California grants waiting for budget to be approved in Sacramento. Galan has placed calls into CPB and will send applications to the Ford and Rockefeller Foundations for a new grant cycle this fall. The last application to Ford was submitted in December 2000, and brought in \$25,000, which counted for the 2001 conference. As at July 15, NALIP's cash on hand is \$62,225.

Lopez suggested that newspapers and corporate media exchanges be added to the fundraising plan.

Action: Cisneros will follow up with the Ford Foundation. Lopez to follow-up with HBO Latino, Kodak, and the Hispanic Chamber of Congress.

Galan reported that the National Council of La Raza (NCLR), our fiscal sponsor, now acknowledges NALIP as a separate 501-c-3 independent organization and has been working to slowly grant us our operational independence. Lisa Navarrete has assured Galan that NCLR will remain our financial supporter on big-ticket items but that once NCLR transfers our foundation balance, we'll pay our own bills, salaries, rent, etc. Galan asserted that to date, we still don't know the exact amount of our balance. NCLR is running behind on accounting reports and has not submitted to NALIP a balance sheet. Additionally, Galan has been working to open credit line accounts so that NALIP can establish a credit history. Will be opening a revolving credit card with \$2,000. The credit application must be submitted to the Plaza San Antonio in August, and after determination of its status, we may need to make some deposit to the hotel before the conference.

A list of payable was presented, including the \$5,000 pledge to National Hispanic Media Coalition (NHMC). It was agreed to pay \$2,500 upon receipt of the SAG

monies and \$2,500 in October; Esparza agreed to negotiate whether NALIP must pay a second \$5,000 in light of our organizational size relative to the other organizational members of the Coalition.

There was a discussion about the need for general liability and board insurance policies. The cost would be \$600 for general and \$2,565 for board coverage.

Motion by Esparza: NALIP will purchase the liability policies and pay the Board Coverage under a monthly installment option, which will permit us to stay within the approved 2002 Budget line item, despite adding unexpected liability insurance. Second: Cisneros. Vote: unanimous yes.

Action: Galan will confer with sister organizations to see how they deal with the issue of liability with regards to pitches and return with her recommendations.

Budget FY 2002 The Board discussed the FY 2002 budget, income and expenses. Changes to expenses from projected to actual were made to the following: Executive Director, +5,750; office rent, -\$6,000; Staff Travel, -\$2,000; Steering Committee/Board Travel, -\$3000; Consultant, -\$2,000, E.D. Search, -\$5,000, Conference - \$16,000.

Motion by Esparza: Not to amend the approved 2002 NALIP budget, which is a public document. Better to approve budget amendments and show variances as a running estimate of organizational costs. Second: Greg Vote: unanimous yes.

2002 Conference budget

Lopez voiced her concerns regarding the 2002 conference budget being too high and charged that it be reduced from the standing \$216,000 to \$200,000. There was discussion about where, specifically, the budget would be cut. The various items marked for reduction are: one breakfast, which would save \$2,50; souvenir tote and t-shirts, \$1,500; decorations/flowers, \$750; reduce the count for Thursday's buffet dinner from 325 to 250; and to cut the proposed scholarship budget to \$10,000. Moreover, to offset the cost of the Saturday Gala Dinner, tickets will be available for purchase by local supporters for \$100 per person. Another area discussed in detail was the scholarships.

The result was a Motion by Esparza: To establish a new scholarship policy. The individual award will be a triple-occupancy room for three nights and/or a \$100 check for travel/conference expenses. Additionally, precedence will be given to students first, then to independent filmmakers who make a case for need. Second: Gomez Vote: unanimous yes.

Action: The 2002 conference budget will again be reviewed and amended September 1, according to what monies have been raised. Esparza recommended that we look into chartering a plane to/from Los Angeles, New York, and Miami in order to cut air travel expenses.

2002 Conference update: Cisneros gave an update on the conference planning. He reported that fundraising in San Antonio has been halted pending the securing of the second co-host. Esparza stated that Salma Hayek's people have not gotten back to us regarding her availability but sense that she will be busy promoting her movie in November. The program agenda was discussed in detail and recommendations on speakers were noted. Conference award recipients have not yet been decided upon. Conference Coordinator, Claudia Casillas reported that the Save-the-Date postcards were mailed at the end of June and is in the process of producing the Registration Brochure. It will be printed and mailed by August 15. A coordinator in San Antonio will be hired to assist with local and onsite needs, including volunteers. There was discussion about looking carefully at the proposed awards guidelines and criteria, and coming up with a slate for the board to vote on. Cisneros asked that we acknowledge the work of Lorraine Chanel, a 77 year-old native of San Antonio, who has worked in the film industry in the United States and Mexico. A plaque or certificate will be presented to her during one of the receptions.

Galan raised the issue of raising conference registration fees. Lopez articulated that while we as a board have been ambivalent about increasing the fees – we have to be able to begin to cover actual costs of the conference. The new fee structure was recommended as follows:

EARLY BIRD
 Members \$150
 Affiliate Members \$200
 Non-Members \$400

PRE-REGISTRATION
 Members \$200
 Affiliate Members \$250
 Non-Members \$450

ON-SITE REGISTRATION

Members \$250
 Affiliate Members \$300
 Non-Members \$600

ONE-DAY PASS

Members \$100
 Affiliate Members \$150
 Non-Members \$200

STUDENTS

Members \$75
 Affiliate Members \$100
 Non-Members \$125

Motion by Esparza: To raise conference registration fees as delineated above. Second: Gomez
 Vote: unanimous yes.

Action: Esparza will put together an awards committee and a slate will be delivered by August 20 to the board for consideration.

Membership and programs report

Galan reported that NALIP has put on a handful of workshops in recent weeks. A documentary mentoring workshop May 11 in L.A., and two on July 27, (free ABC's of ITVS in L.A., and a documentary mentor workshop in Miami) were well-attended and feedback from participants has been very positive, plus 4 regional grant-writing workshops with LPB in March, April and May. Future workshops are planned: two 2-day workshops, *Crafting Your Package*, in September (one in L.A., the other in Miami) and a 3-day Screenwriting Lab in New York is slated for February 2003. Casillas reported that new memberships have been steady, about thirteen new members in July alone, most are from N.Y.

Nominating committee and Board elections

Lopez reported that a nominating committee is being formed in order to recruit additional board members. We hope to have representation from various fields on the board including: Membership, Law, Journalism, and Industry. A determination of exit dates for current members and how many new positions will be available will be established by the committee, along with submission guidelines during the next week few weeks. Those interested in joining the NALIP board will be required to submit a letter of intent, CV, and a paragraph on the ways in which they propose to assist the organization. In order, to solicit membership nominations we have sent a letter from the Chair along with a call to send nominations by September 30, 2002. Given that during the summer it would be difficult to solicit materials from the individuals.

Action: The nominating committee, led by Cynthia Lopez, Maria Escobedo(indie filmmaker/member,) Bienvenida Matias, Antonio Maciel (tbd) (Open Society Institute), Iris Morales (indie filmmaker/member) and one member to be added, will present a slate to the board for consideration.

Chapter and local activity report

Maria Escobedo reported on the activities of the N.Y. chapter. They meet once a month and have always welcomed newcomers to meetings, encouraging them to become members. Additionally, they hold workshops and seminars on topics of interest to the local members. A free pitch session, sponsored by the Writers Guild of America, is planned for August 1 and held concurrently with the New York International Latino Film Festival. Recently, the chapter has limited participation in their sessions to members only. This no doubt has been a factor in the increase of memberships from N.Y. The chapter has also started a peer-run writer's lab. The group meets regularly to read each other's work and provide feedback. As the chapter representative at this board meeting, Escobedo asked for national's help with the IFP Market in September, particularly in getting diversity represented on the various panels planned at the Market. She also noted an improvement since the New Year in communication between the chapter and NALIP national. Moreover, they strongly desire chapter representation on the board. This will be taken up in the nominating committee, with a recommendation made to the Board.

Texas, Arizona and New Mexico have expressed interest in forming NALIP groups. Galan reported that not all national members desire a chapter. Some, like those Miami and L.A., prefer that we bring them educational workshops and networking opportunities.

Action: The board will work on defining what exactly constitutes a chapter and its technical relationship with National.

Next Board meeting has yet to be determined: Executive Committee will evaluate whether a physical meeting is required prior to the November 7 pre-Conference Board Meeting in San Antonio. Most likely a variety of specific conference calls for Gala Award recipients, Board Nominations, Conference Program and budget and Organization issues including the strategic plan.

Minutes submitted by Claudia Casillas, NALIP Conference and Membership Programs Coordinator