

Annual Members Meeting 2010



CASA DE VENEZUELA
VALLE DELAWARE / DELAWARE VALLEY

March 27st, 2010



Agenda

- **Introduction**
 - Mission & Vision Statements, Core Values
 - Board of Directors and Coordinators 2009
- **Annual Report 2009**
 - Highlights
 - Programs and Events
 - Membership
 - Finances
- **Programs and Events 2010**
- **New Bylaws**
- **Election of New Board Officers**
- **Cocktail Reception**



CASA DE VENEZUELA
VALLE DELAWARE / DELAWARE VALLEY

Introduction



CASA DE VENEZUELA
VALLE DELAWARE / DELAWARE VALLEY

Mission Statement

The mission of Casa de Venezuela is to promote the culture, roots, traditions and folklore of Venezuela in the Delaware and Lehigh Valley regions through community, social, educational and cultural events and programs.

La misión de la Casa de Venezuela es promover la cultura, raíces, tradiciones y folklore de Venezuela en el Valle Delaware y Lehigh, por medio de programas y eventos comunitarios, sociales, educativos y culturales



Vision Statement

Casa de Venezuela will be recognized as the leading Venezuelan art and culture organization in the Delaware and Lehigh Valley region and will have a strong reputation among Latino cultural organizations throughout the United States.

Casa de Venezuela sera reconocida como la organizacion lider Venezolana de arte y cultural en el Valle Delaware y Lehigh, teniendo una reputacion fuerte entre las organizaciones culturales latinas alrededor de los Estados Unidos.

Core Values



CASA DE VENEZUELA
VALLE DELAWARE / DELAWARE VALLEY

Trust / *Honestidad*

Integrity / *Integridad*

Energy / *Energía*

Enthusiasm / *Entusiasmo*

Professionalism / *Profesionalismo*



Board of Directors and Coordinators 2009

Board of Directors

- **Emilio A. Buitrago** – *President*
- **Liselotte Harrity** – *Vice-President*
- **Elena Barroeta** – *Secretary*
- **Arturo Guillén** – *Treasurer*
- **Carolina Bittar** – *Membership*
- **Nilsa Laya** – *Community Relations*
- **Rubén Reyes** – *Technology and Outreach*
- **Andreina Castillo** – *Culture*
- **Yexsy Alicea** – *Fundraising*

Coordinators

- **Alberto Ríos** – *Music Ensemble*
- **Edilia O'Hara** – *Dance Ensemble*
- **Luis M. Colmenares** – *Venezuelan Expressions*
- **Luz Marina Foglietta** – *NJ Chapter*
- **Roxana Valdes-Lynch** – *DE Chapter*
- **Donny Ferrer** – *Special Programs*

Lehigh Valley Chapter:

- **Lina Garcia** – *President*
- **Alejandro Schnakofski** – *Vice-President*
- **Eduardo Mihura** – *Treasurer*
- **Zenddy Caicedo-Tintle** - *Secretary*



CASA DE VENEZUELA
VALLE DELAWARE / DELAWARE VALLEY

Annual Report 2009



Highlights 2009

Increased Participation

- Total of 10 Events – 2,800+ attendees
 - Art Exhibition Dialogo 365 – 2,000+ attendees
 - Venezuelan Expressions – 300+ attendees
- New Chapter in the Lehigh Valley

Financial Success

- Four consecutive years receiving Capacity Building grants from HIP
- Three consecutive years receiving grant from the PA Council on the Arts
- 12 Corporate Sponsors

Operational Improvements

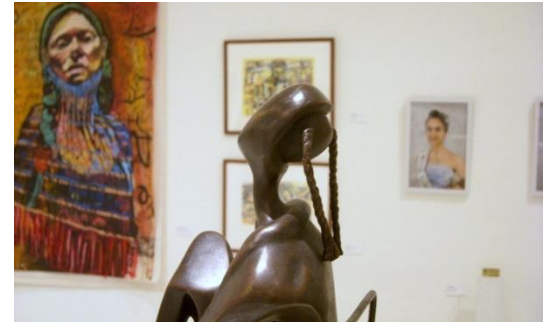
- New redesigned and bilingual Web Site fully implemented
- Members system implemented
- Facebook Group with 294 members, Venezuelan Expressions Page with 250 fans, CDV Lehigh Valley with 24 fans.
- QuickBooks for Non Profit implemented



CASA DE VENEZUELA
VALLE DELAWARE / DELAWARE VALLEY

Programs and Events 2009

2nd Annual Art Exhibition Dialogo 365, March 4th to 27th 2009



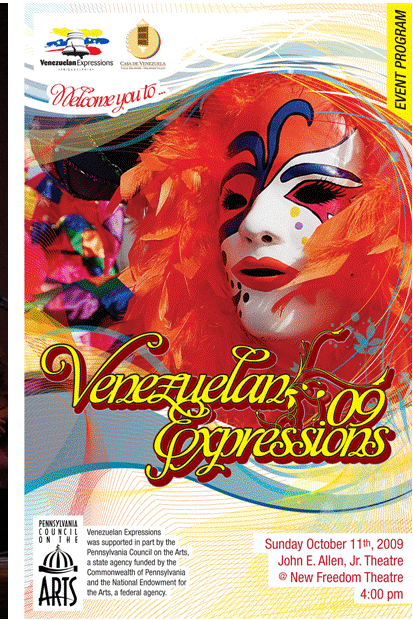
Diálogo 365.

Programs and Events 2009



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3rd Edition of Venezuelan Expressions, October 11th 2009



Programs and Events 2009



CASA DE VENEZUELA
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Venezuelan Independence Day
Reception – July 5th



Venezuelan Independence Day
Floral Wreath Laying – July 5th



Closing of Dialogo 365



Volunteers setting up Dialogo 365
Art Exhibition



Annual Members Meeting – March 21st



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Programs and Events 2009



Penn's Landing Fiesta 2009



Venezuelan Breakfast with the US Census, Aug, 27th



Halloween Party, Oct, 30th



Mother's Day – May 17th



Camphill Village Concert



Lehigh Valley Chapter



Venezuelan Parrandas, Dec, 12th



Venezuelan Children Choir, Lehigh Valley

Membership 2009



CASA DE VENEZUELA
VALLE DELAWARE / DELAWARE VALLEY

	2009	2008
Family Membership	148	110
Individual Membership	5	17
Total	153	131

	Current	Expired
Family Membership	61	87
Individual Membership	4	1
Total	65 (43%)	88 (57%)



Please Update Your Member Profile


Please Update Your Member Profile

This year Casa de Venezuela launched a new Online Membership System that allows you to become a member, pay membership dues and update your member profile online through our website.

We want to ask you to familiarize yourself with the system and Please Update Your Member Profile.

1. Go to www.casadevenezuela.net
2. Look for the "Membership" section
3. Click on "Join and Renew Membership"
4. Enter your username and password
5. Click on "Change Password/Edit Profile"
6. Update your profile and click "Save Profile"

Your Username: <Username>
 Your Password: <Password>

This is the information we currently have in the system.

Please:

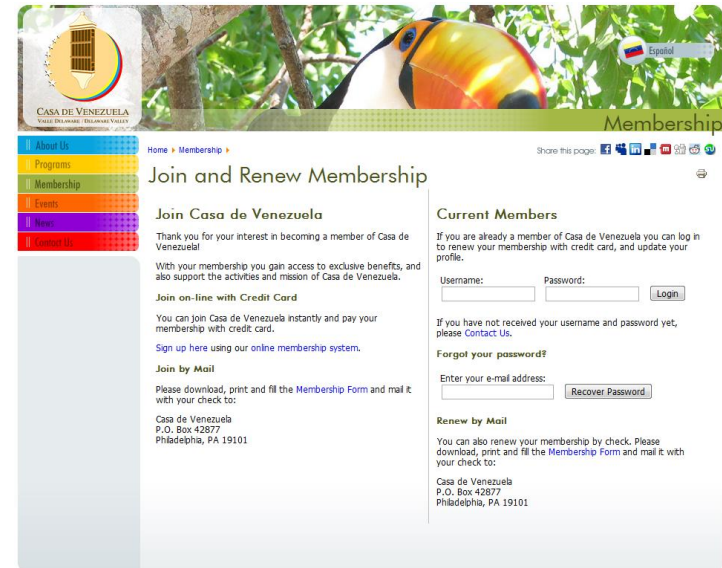
- Add any missing information
- Correct any wrong information
- Update any outdated information

Principal Member	Family Member #1
Full Name: <First_Name> <Last_Name>	Full Name: <M_1_Family_Member__Full_Name>
Email Address: <Email>	Relationship: <M_1_Family_Member__Relationship>
Home Phone: <Home_Phone>	Date of Birth: <M_1_Family_Member__Date_of_Birth>
Cell Phone: <Cell_Phone>	
Work Phone: <Work_Phone>	Family Member #2
Adult: <Adults>	Full Name: <M_2_Family_Member__Full_Name>
Children: <Children>	Relationship: <M_2_Family_Member__Date_of_Birth>
Current Employer: <Current_Employer>	Date of Birth: <M_2_Family_Member__Date_of_Birth>
Profession: <Profession>	
Education Level: <Education_Level>	Family Member #3
Address: <Street_Address>	Full Name: <M_3_Family_Member__Full_Name>
<City>, <State>, <ZIP>	Relationship: <M_3_Family_Member__Relationship>
	Date of Birth: <M_3_Family_Member__Date_of_Birth>
	Family Member #4
	Full Name: <M_4_Family_Member__Full_Name>
	Relationship: <M_4_Family_Member__Relationship>
	Date of Birth: <M_4_Family_Member__Date_of_Birth>

Privacy Statement: We collect personal information for the sole purpose of contacting you and adapt our programs to the needs of our members. Your personal information is kept confidential and will never be sold or distributed. Updated e-mail, address and phone numbers allow for prompt communication regarding your membership, events, and other important information.

If you have any questions or experience any difficulties accessing the system and updating your profile contact Carolina Bitar at cbitar@casadevenezuela.net or 610-547-8402.

1. Go to *www.casadevenezuela.net*
2. Click *Membership*
3. Click *Join and Renew Membership*



Finances 2009



CASA DE VENEZUELA
VALLE DELAWARE / DELAWARE VALLEY

- Income and Expenses
- Programs and Events
- Operating Expenses

Income and Expenses

January to December 2009 (US\$)



CASA DE VENEZUELA
VALLE DELAWARE / DELAWARE VALLEY

	Programs	Special Events	Operations	TOTAL
Income				
43300 · Direct Public Grants	10,350	0	17,200	27,550
43400 · Direct Public Support	9,350	0	609	9,959
47200 · Program Income	2,898	0	2,450	5,348
49000 · Special Events Income	0	4,184	0	4,184
Total Income	22,598	4,184	20,259	47,041
Expense				
62100 · Contract Services	0	0	7,750	7,750
62800 · Facilities and Equipment	0	0	650	650
65000 · Operations	0	3,655	739	4,394
65100 · Other Types of Expenses	23,643	1,373	778	25,794
68300 · Travel and Meetings	0	0	231	231
Total Expense	23,643	5,028	10,148	38,819
Net Income	-1,045	-844	10,111	8,222

Programs and Events

January 2009 to February 2010 (US\$)



CASA DE VENEZUELA
VALLE DELAWARE / DELAWARE VALLEY

	<u>Expenses</u>	<u>Income</u>	<u>Balance</u>
Programs			
Art Exhibition	9,505	10,350	845
Independence Day	3,156	0	-3,156
Venezuelan Expressions	10,982	13,248	2,266
Total Programs	23,643	23,598	-45
Special Events			
Annual General Meeting	380	0	-380
Christmas Party	3,634	2,676	-958
Halloween Party	0	1,121	1,121
Mother's Day Celebration	643	1,059	416
Other Events	508	501	-8
Total Special Events	5,165	5,357	192
Total Programs/Events	28,808	28,954	146

Income and Expenses

January to December 2009 (US\$)



CASA DE VENEZUELA
VALLE DELAWARE / DELAWARE VALLEY

	<u>Programs</u>	<u>Special Events</u>	<u>Operations</u>	<u>TOTAL</u>
Income				
43300 · Direct Public Grants	10,350	0	17,200	27,550
43400 · Direct Public Support	9,350	0	609	9,959
47200 · Program Income	2,898	0	2,450	5,348
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68300 · Travel and Meetings	0	0	231	231
Total Expense	23,643	5,028	10,148	38,819
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Operating Expenses

January to December 2009 (US\$)



CASA DE VENEZUELA
VALLE DELAWARE / DELAWARE VALLEY

	<u>Programs</u>	<u>Special Events</u>	<u>Operations</u>	<u>TOTAL</u>
Total 62100 - Contract Services	0	0	7,750	7,750
Total 62800 - Facilities and Equipment	0	0	650	650
65000 - Operations				
65020 - Postage, Mailing Service	0	44	404	448
65040 - Supplies	0	3,611	335	3,946
Total 65000 - Operations	0	3,655	739	4,394
65100 - Other Types of Expenses				
65150 - Memberships and Dues	0	0	572	572
65160 - Other Costs	0	1,373	206	1,579
Total 65180 - Program Expenses	23,643	0	0	23,643
Total 65100 - Other Types of Expenses	23,643	1,373	778	25,794
Total 68300 - Travel and Meetings	0	0	231	231
TOTAL	23,643	5,028	10,148	38,819



Major Grants Received

- Hispanics In Philanthropy Grant
January 2009
\$17,200

- Website Redesign
- Projector
- Marketing Plan Consultant
- Facility Plan Consultant

- Hispanics In Philanthropy Grant
January 2010
\$20,255

- The Nonprofit Center membership
- Customized Volunteer & Staff Management Workshop
- Board Retreat Expenses
- Organizational Assessment Consultant
- Strategic Plan Consultant
- Human Resources Consultant
- Board Consultant (Succession Plan)



Activities and Events 2010

- *Three Wise Men Celebration* *
- *Carnival Party at Club Adesso (Fundraising Event)* *
- *Concert to benefit Veniños and Camphill Village* *
- *Annual Members Meeting* *
- Venezuelan BBQ/Picnic
- Independence of Venezuela Celebration
- VIP Networking Event
- Summer Party (Fundraising Event)
- Cultural Summer Camp
- Venezuelan Expressions
- Halloween Party (Fundraising Event)
- Christmas Party

** Events executed to date*

*More events may be added
check events calendar in website*



CASA DE VENEZUELA
VALLE DELAWARE / DELAWARE VALLEY

New Bylaws



New Bylaws

- Why?
 - To align with non-profit management best practices
 - Increased flexibility for the board of directors
 - Accommodate for future expansions and growth
- Structure:
 - Article I — Name and Purpose
 - Article II — Membership
 - Article III — Meetings of Members
 - Article IV — Board of Directors
 - Article V — Committees
 - Article VII — Director and Staff
 - Article VIII — Amendments



Major Changes

Board & Committees:

- Officers (President, Vice-President, Secretary, Treasurer) elected by members
- Directors & Other Board Members elected by Officers
- Between 7 and 15 Board Members
- Board Members serve for 3-year terms, for a maximum of 3 consecutive terms
- Creates Committees: Executive, Finance, Development, and Programs
- Defines roles and responsibilities

Membership:

- Allows Corporate/Institutional membership
- Board can modify membership plans

Member Votes:

- Decisions made by simple majority of members present at meetings

Executive Director:

- Defines role and responsibilities

Simpler and Straightforward:

- Reduced from 12 pages to 7



CASA DE VENEZUELA
VALLE DELAWARE / DELAWARE VALLEY

Vote to Approve New Bylaws



CASA DE VENEZUELA
VALLE DELAWARE / DELAWARE VALLEY

Election of New Board Officers



Candidates to Board Officers

President

- *Emilio Buitrago**
- Ruben Reyes

Vice-President

- *Liselotte Harrity**
- Emilio Buitrago
- Luis Colmenares
- Ruben Reyes

* *Incumbent*

Treasurer

- *Arturo Guillen**
- Isaac Perez

Secretary

- *Elena Barroeta**
- Liselotte Harrity

Questions and Answers



CASA DE VENEZUELA
VALLE DELAWARE / DELAWARE VALLEY

Questions, feedback and suggestions are always welcome.

Please send them to:

info@casadevenezuela.net



Thank you!

CASA DE VENEZUELA
VALLE DELAWARE / DELAWARE VALLEY

Let's celebrate!

Income and Expenses

January 2009 to February 2010 (US\$)



CASA DE VENEZUELA
VALLE DELAWARE / DELAWARE VALLEY

	<u>Programs</u>	<u>Special Events</u>	<u>Operations</u>	<u>TOTAL</u>
Income				
43300 · Direct Public Grants	10,350	0	37,455	47,805
43400 · Direct Public Support	10,350	0	3,709	14,059
47200 · Program Income	2,898	0	2,465	5,363
49000 · Special Events Income	0	5,357	0	5,357
Total Income	23,598	5,357	43,629	72,583
Expense				
62100 · Contract Services	0	0	7,750	7,750
62800 · Facilities and Equipment	0	0	650	650
65000 · Operations	0	3,792	663	4,455
65100 · Other Types of Expenses	23,643	1,373	1,064	26,080
68300 · Travel and Meetings	0	0	231	231
Total Expense	23,643	5,165	10,359	39,167
Net Income	-45	192	33,270	33,416

Programs and Events

January 2009 to December 2009 (US\$)



CASA DE VENEZUELA
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	<u>Expenses</u>	<u>Income</u>	<u>Balance</u>
Programs			
Art Exhibition	9,505	10,350	845
Independence Day	3,156	0	-3,156
Venezuelan Expressions	10,982	12,248	1,266
Total Programs	23,643	22,598	-1,045
Special Events			
Annual General Meeting	380	0	-380
Christmas Party	3,497	1,504	-1,993
Halloween Party	0	1,121	1,121
Mother's Day Celebration	643	1,059	416
Other Events	508	501	-8
Total Special Events	5,028	4,184	-844
Total Programs/Events	28,671	26,782	-1,889



Cash Balance

	<u>Balance</u> <u>1/1/09</u>	<u>Changes</u>	<u>Balance</u> <u>12/31/09</u>	<u>Changes</u>	<u>Balance</u> <u>2/28/10</u>
Wachovia	9,312	4,772	14,084	25,049	39,134
TD Bank	1,046	-	1,046	-	1,046
PayPal	-	943	943	81	1,024
Total	<u>10,358</u>	<u>5,715</u>	<u>16,073</u>	<u>25,130</u>	<u>41,203</u>